
TIGARD CITY COUNCIL
MEETING

April 9, 2002 6:30 p.m.

TIGARD CITY HALL
13125 SW HALL BLVD
TIGARD, OR 97223



PUBLIC NOTICE:

Anyone wishing to speak on an agenda item should sign on the appropriate sign-up sheet(s). If no sheet is available, ask to be recognized by the Mayor at the beginning of that agenda item. Visitor's Agenda items are asked to be two minutes or less. Longer matters can be set for a future Agenda by contacting either the Mayor or the City Manager.

Times noted are estimated; it is recommended that persons interested in testifying be present by 7:15 p.m. to sign in on the testimony sign-in sheet. Business agenda items can be heard in any order after 7:30 p.m.

Assistive Listening Devices are available for persons with impaired hearing and should be scheduled for Council meetings by noon on the Monday prior to the Council meeting. Please call 503-639-4171, Ext. 309 (voice) or 503-684-2772 (TDD - Telecommunications Devices for the Deaf).

Upon request, the City will also endeavor to arrange for the following services:

- Qualified sign language interpreters for persons with speech or hearing impairments; and
- Qualified bilingual interpreters.

Since these services must be scheduled with outside service providers, it is important to allow as much lead time as possible. Please notify the City of your need by 5:00 p.m. on the Thursday preceding the meeting by calling: 503-639-4171, x309 (voice) or 503-684-2772 (TDD - Telecommunications Devices for the Deaf).

SEE ATTACHED AGENDA

A G E N D A
TIGARD CITY COUNCIL MEETING
April 9, 2002

6:30 PM

- STUDY SESSION
 - > Commuter Rail Briefing
 - > City Manager Review – Discussion of Assessment Forms
 - > Annexation Plan for Bull Mountain Discussion
- EXECUTIVE SESSION: The Tigard City Council may go into Executive Session. If an Executive Session is called to order, the appropriate ORS citation will be announced identifying the applicable statute. All discussions are confidential and those present may disclose nothing from the Session. Representatives of the news media are allowed to attend Executive Sessions, as provided by ORS 192.660(3), but must not disclose any information discussed. No Executive Session may be held for the purpose of taking any final action or making any final decision. Executive Sessions are closed to the public.

7:30 PM

1. BUSINESS MEETING
 - 1.1 Call to Order - City Council & Local Contract Review Board
 - 1.2 Roll Call
 - 1.3 Pledge of Allegiance – Boy Scout Troop 842 will Conduct the Flag Ceremony and Pledge of Allegiance
 - 1.4 Council Communications & Liaison Reports
 - 1.5 Call to Council and Staff for Non-Agenda Items
2. PROCLAMATIONS
 - 2.1 Proclaim April 2002 as Tigard Volunteer Appreciation Month
 - 2.2 Proclaim April 14-20, 2002 as National Library Week
 - Mayor Griffith
3. VISITOR'S AGENDA (Two Minutes or Less, Please)
 - Tigard High School Student Envoy Nathan Leamy

4. CONSENT AGENDA: These items are considered to be routine and may be enacted in one motion without separate discussion. Anyone may request that an item be removed by motion for discussion and separate action. Motion to:
 - 4.1 Approve Council Minutes for September 10, 2001 and February 12, 2002
 - 4.2 Receive and File:
 - a. Council Calendar
 - b. Tentative Agenda
 - 4.3 Initiate Vacation of Public Right of Way for a 1,181.6 Square-Foot Portion of SW Dartmouth Avenue – Resolution No. 02-____
 - 4.4 Appoint Gene Birchill, Alexander Craghead, Gerald McKee, Alan Mitchell, John Nibler, Robert Pike, and Eric Watson to the Building Appeals Board – Resolution No. 02-____
 - 4.5 Local Contract Review Board:
 - a. Award Contract for Telephone System to Eschelon Telecom, Inc.
 - *Consent Agenda - Items Removed for Separate Discussion: Any items requested to be removed from the Consent Agenda for separate discussion will be considered after the Council has voted on those items which do not need discussion.*
5. DISCUSSION WITH STATE SENATOR GINNY BURDICK AND STATE REPRESENTATIVE MAX WILLIAMS
6. ANNUAL UPDATE ON THE TIGARD LIBRARY AND CITY OF TIGARD VOLUNTEER PROGRAMS
 - Staff Report: Library and Administration Staff
7. RECOGNIZE "TEAM TIGARD" AS THE OFFICIAL CITY OF TIGARD EMPLOYEE VOLUNTEER GROUP
 - Staff Report: Administration Staff
 - Council Discussion and Consideration of Resolution No. 02-____
8. PUBLIC HEARING (INFORMATIONAL) TO CONSIDER ESTABLISHING SANITARY SEWER REIMBURSEMENT DISTRICT NO. 23 – O'MARA STREET AT CHELSEA LOOP
 - a. Open Public Hearing
 - b. Summation by Engineering Department
 - c. Public Testimony
 - d. Staff Recommendation

- e. Council Discussion
- f. Close Public Hearing
- g. Consideration by Council: Resolution No. 02 - _____

9. UPDATE ON INTERNATIONAL RESOURCE CITIES PROGRAM – TIGARD AND WASHINGTON COUNTY EXCHANGE WITH SAMARINDA AND KUTAI, INDONESIA

- Staff Report: Administration and Finance Staff

10. CONSIDER VISION ACTION NETWORK FUNDING REQUEST

- Staff Report & Introduction: Administration Staff
- Report from Representatives of the Vision Action Network
- Council Discussion
- Council Consideration: Motion to approve the expenditure of \$2,000 from the General Fund as the City's contribution to start up the Vision Action Network.

11. COUNCIL LIAISON REPORTS

12. NON AGENDA ITEMS

13. EXECUTIVE SESSION: The Tigard City Council may go into Executive Session. If an Executive Session is called to order, the appropriate ORS citation will be announced identifying the applicable statute. All discussions are confidential and those present may disclose nothing from the Session. Representatives of the news media are allowed to attend Executive Sessions, as provided by ORS 192.660(3), but must not disclose any information discussed. No Executive Session may be held for the purpose of taking any final action or making any final decision. Executive Sessions are closed to the public.

14. ADJOURNMENT

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AGENDA ITEM # _____
FOR AGENDA OF April 9, 2002

CITY OF TIGARD, OREGON
COUNCIL AGENDA ITEM SUMMARY

ISSUE/AGENDA TITLE Commuter Rail Briefing

PREPARED BY: Beth St. Amand DEPT HEAD OK _____ CITY MGR OK _____

ISSUE BEFORE THE COUNCIL

A briefing on the Washington County Commuter Rail project.

STAFF RECOMMENDATION

No action necessary.

INFORMATION SUMMARY

Kathy Lehtola, Director of Land Use and Transportation for Washington County, will brief Council on the Commuter Rail project. The project plans include stations for both downtown Tigard and Washington Square. Ms. Lehtola will provide Council with an overview of the project's scope and timeline, and the opportunity for questions during a short discussion.

OTHER ALTERNATIVES CONSIDERED

N/A.

VISION TASK FORCE GOAL AND ACTION COMMITTEE STRATEGY

Community Character and Quality of Life, Central Business District, #1 – Provide opportunities to work proactively with Tigard Central Business District Association businesses and property owners and citizens of Tigard to set the course for the future of the Central Business District; Transportation and Traffic, #3 – Alternative modes of transportation are available and use is maximized.

ATTACHMENT LIST

None

FISCAL NOTES

N/A

AGENDA ITEM # _____
FOR AGENDA OF April 9, 2002

CITY OF TIGARD, OREGON
COUNCIL AGENDA ITEM SUMMARY

ISSUE/AGENDA TITLE Scout troop 842 will conduct the flag ceremony and the Pledge of Allegiance

PREPARED BY: Susan Koepping DEPT HEAD OK _____ CITY MGR OK _____

ISSUE BEFORE THE COUNCIL

Scout troop 842 will present the flags and lead the Council and audience in the Pledge of Allegiance.

STAFF RECOMMENDATION

None

INFORMATION SUMMARY

Chuck Branen is the leader of scout troop 842. Scouts and parents in this troop recently built several bird houses and bat boxes which have been placed in Cook Park. Sally Mills, Water Quality Specialist in Public Works facilitated this project for the scouts.

OTHER ALTERNATIVES CONSIDERED

None

VISION TASK FORCE GOAL AND ACTION COMMITTEE STRATEGY

Community Character and Quality of Life – Volunteerism Goal #1: The City will maximize the effectiveness of the volunteer spirit to accomplish the greatest good for our community.

ATTACHMENT LIST

None

FISCAL NOTES

None

PROCLAMATION

City of Tigard Volunteer Appreciation Month

WHEREAS, the citizens of Tigard have historically worked together to build this community; and

WHEREAS, Tigard citizens continue to participate in a wide variety of volunteer activities to maintain and improve the physical and social quality of life and the common good in this community; and

WHEREAS, the skills, energy and commitment of Tigard volunteers enable many grassroots organizations to exist and achieve their goals; and

WHEREAS, the skills, energy and commitment of Tigard volunteers greatly extend the available resources of local schools, governments, agencies and nonprofit organizations,

NOW THEREFORE, in conjunction with National Volunteer month I, Jim Griffith, Mayor of the City of Tigard, do hereby proclaim the month of April as

Tigard Volunteer Appreciation Month

and call upon all residents, business owners and visitors to the City of Tigard to honor Tigard volunteers.

Dated this _____ day of _____, 2002.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Tigard to be affixed.

Jim Griffith, Mayor
City of Tigard

Attest:

City Recorder

Agenda Item No. 2.2
Meeting of 4/9/02

PROCLAMATION

National Library Week

WHEREAS, our nation's libraries play a vital role in connecting millions of people with the resources they need to live, learn, work, govern and thrive in the 21st Century; and

WHEREAS, Americans use libraries to find jobs, to learn to read, to be literate online, to find vital health facts, to research their environment and diets – and to find food for our souls; and

WHEREAS, free people need free libraries, and America's libraries are the cornerstones of our democracy; and

WHEREAS, librarians are the guardians of free access to information and resources. Libraries are for everyone, everywhere; and

WHEREAS, every library – whether public, school, academic or special – has something unique to offer that ties its community to the very concept of a free people in a free land; and

WHEREAS, libraries are places of opportunity, education and self-help. Libraries are part of the American dream; and

WHEREAS, libraries bring you the world. Nowhere else can you have access to nearly anything on the Web or in print as well as personal service and assistance in finding it; and

WHEREAS, in times of economic instability, Americans turn to – and depend on – their libraries and librarians; and

WHEREAS, our library is just as important a part of our community's infrastructure as any road, bridge, public building or utility; and

WHEREAS, thousands of people pass through the Tigard Public Library each year, but library resources may not be there when we need them without adequate support. We must ensure our libraries have a future with sustained funding and support; and

WHEREAS, libraries and library supporters across America and beyond are celebrating National Library Week with The Campaign for America's Libraries, "@ your library;" and

Now THEREFORE BE IT RESOLVED THAT I, James E. Griffith, as Mayor of the City of Tigard, do hereby proclaim the week of:

**April 14 – 20, 2002 as
National Library Week**

and I encourage all residents to support and use the Tigard Public Library. Discover or rediscover the wealth of resources available at your library. Rediscover America @ your library.

Dated this _____ day of _____, 2002.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Tigard to be affixed.

James E. Griffith, Mayor
City of Tigard

Attest:

City Recorder

MINUTES
TIGARD CITY COUNCIL SPECIAL MEETING
September 10, 2001

1. WORKSHOP MEETING
 - 1.1 Mayor Griffith called the meeting to order at 6:30 p.m.
 - 1.2 Roll Call: Mayor Griffith and Councilors Dirksen, Moore, and Scheckla (7:00 p.m.) were present.
2. MEETING WITH METRO REPRESENTATIVES TO DISCUSS METRO'S 2040 GROWTH CONCEPT AND OTHER ISSUES OF MUTUAL CONCERN

Self-introductions were made. Metro Representatives included Rod Park, Andy Cotugno, Carl Hosticka, and Brenda Bernard.

Carl Hosticka noted Metro is in periodic review, and some decisions need to be made next year.

Mayor Griffith asked Metro to clarify how guidelines became requirements, so that communities that are not in compliance are subject to enforcement. The Mayor noted we are not in compliance with some items because of the cloud over implementation of Measure 7 (wetlands, etc).

Metro staff clarified that Tigard has done a lot to be in compliance with the Metro program. Rod Park said Tigard is not a problem for compliance.

Discussions focused on—

- Transportation concerns
 - Highway 217 study is on the funding cycle
- Density issues
- Annexation options / open space
- Connectivity
- Parking standards – Metro does not require minimum parking standards, but if there is a minimum they suggest it be low.
- Urban Growth Boundary—
 - Potential for greater density being assigned to Tigard. The City stated that taking more density does not appear to be needed. We could accommodate some by way of redevelopment though.
 - Discussion of how Metro will handle jurisdictions that choose not to take

on their density responsibilities. Metro responded that MTAC will need to handle the issue if it arises.

- Discussion of MTAC and MPACT groups.

Meeting adjourned at 8:10 p.m.

William A. Monahan, City Manager

Attest:

Mayor, City of Tigard

Date: _____

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MINUTES
TIGARD CITY COUNCIL BUSINESS MEETING
February 12, 2002

- STUDY SESSION

Study Session was called to order at 6:30 p.m.

Council members present: Mayor Griffith; Councilors Dirksen, Moore, Patton, and Scheckla.

- EXECUTIVE SESSION: The Tigard City Council went into Executive Session at 6:30 p.m. to discuss labor negotiations and pending litigation under ORS 192.660(1d) &(1h). All discussions are confidential and those present may disclose nothing from the Session. Representatives of the news media are allowed to attend Executive Sessions, as provided by ORS 192.660(3), but must not disclose any information discussed. No Executive Session may be held for the purpose of taking any final action or making any final decision. Executive Sessions are closed to the public.

Executive Session concluded at 6:45 p.m.

Council Reconvened into Study Session.

- > Financial Operations Manager Imdieke reviewed the Intergovernmental Agreement with Clark County and Clark Public Utilities to provide remittance processing of utility payments. This item is also before the Council for approval on the Consent Agenda for this meeting (See Item No. 3.4).
- > City Engineer Duenas reviewed information from DeHaas & Associates that was distributed to the City Council regarding the 69th Avenue Local Improvement District. (See Item 8)
- > Mayor referred to a letter distributed to the City Council regarding "Washington County System Development Charges – Parks," which was sent to Tom Brian, Chair for the Washington County Board of Commissioners.
- > Council consensus was to support the Mayor's proposal to form a workgroup regarding the Commuter Rail. Councilor Dirksen will be the Council liaison to this workgroup. Discussion followed on the need for planning in the downtown area to accommodate a commuter rail station. Mayor asked for Council to give input with regard to whom should be involved in this planning group.

- > The most recent Tigard Showcase schedule from Tualatin Valley Community Access was distributed to the City Council.
- > Assistant to the City Manager Newton updated Council on the activities of the Youth Forum including the Skateboard Task Force and the pilot after school program.

Study Session concluded: 7:25 p.m.

1. BUSINESS MEETING

- 1.1 Call to Order - City Council & Local Contract Review Board
Mayor Griffith called the meeting to order at 7:33 p.m.
- 1.2 Roll Call: Mayor Griffith; Councilors Dirksen, Moore, Patton, and Scheckla.
- 1.3 Pledge of Allegiance
- 1.4 Council Communications & Liaison Report
- 1.5 Call to Council and Staff for Non-Agenda Items

2. VISITOR'S AGENDA

- Tigard High School Student Envoy Nathan Leamy presented a report to the City Council. A copy of his written report is on file in the City Recorder's office.
- Jack Polans, 16000 SW Queen Victoria, King City, OR 97224, advised he has been attending Tigard-Tualatin School Board meetings. He noted his concern about drop-out rates and would like to see more preventative efforts made.

3. CONSENT AGENDA:

Councilor Scheckla received clarification on Consent Agenda Item No. 3.7, which would provide partial funding for the completion of the Fanno Creek Trail.

Motion by Councilor Moore, seconded by Councilor Scheckla, to adopt the Consent Agenda as follows:

- 3.1 Approve Council Minutes for November 20, 2001
- 3.2 Receive and File:
 - a. Council & Staff Liaison Appointment Matrix
 - b. Council Calendar
 - c. Tentative Agenda
- 3.3 Appoint Brooks Gaston to the Tree Board – Resolution No. 02 - 08
- 3.4 Approve an Intergovernmental Agreement with Clark County, Washington and Clark Public Utilities for the Receipting of Utility Bill Payments

- 3.5 Adopt the Tigard Police Officer's Association Bargaining Agreement and Authorize the City Manager to Sign the Draft – Resolution No. 02 – 09
- 3.6 Adopt Employer Payment of Employee's Public Employee Retirement System (PERS) Contributions for Tigard Police Officer's Association Sworn Police Officers – Resolution No. 02 - 10
- 3.7 Authorize the City Manager to Submit an Application for a Land and Water Conservation Fund Grant

The motion was approved by a unanimous vote of Council present:

Mayor Griffith	-	Yes
Councilor Dirksen	-	Yes
Councilor Moore	-	Yes
Councilor Patton	-	Yes
Councilor Scheckla	-	Yes

Mayor Griffith combined Items 4, 5 and 6 to recognize service on the following boards and to introduce Brooks Gaston who was appointed to the Tree Board.

- 4. RECOGNITION OF GARY JOHNSON FOR HIS SERVICE ON THE LIBRARY BOARD
- 5. RECOGNITION OF DAVID CORY FOR HIS SERVICE ON THE TREE BOARD
- 6. INTRODUCTION OF BROOKS GASTON AS NEWLY APPOINTED TREE BOARD MEMBER
- 7. PROGRESS REPORT ON NEW CITY WEB SITE

Network Services Manager Paul DeBruyn and Web Administrator Victor Soares presented the progress report on the City's new website.

- 8. PUBLIC HEARING TO HEAR OBJECTIONS TO THE PROPOSED ASSESSMENTS FOR THE 69TH AVENUE LOCAL IMPROVEMENT DISTRICT
 - a. Mayor Griffith opened the public hearing.
 - b. City Engineer Duenas presented the staff report. He also reviewed the letters received regarding this matter. Mr. Duenas referred a correction on the numbers in the DeHaas report.
 - c. Public Testimony

- Ed Murphy, Ed Murphy Associates, 9875 SW Murdock, Tigard, 97224, advised he was representing Specht Development. Mr. Murphy referred to a letter submitted by Specht (on file in the packet materials, which is located in the City Recorder's office). While the project was considered a successful one by Specht, they requested an increase in the City's contribution toward paying the costs associated with the LID. Mr. Murphy distributed a handout entitled "Beveland Right-of-Way Costs."
- Cecil Jones, 12190 SW 69th Avenue, Tigard, OR 97223, noted that his property was one of two residential properties located within the LID area. Mr. Jones noted concerns with the amount of assessment assigned to his property for LID costs, which he believed would also affect the resale value of his property. He reviewed how the construction affected his property. He asked the Council to consider reducing the amount of his assessment by one-half.

Council members discussed Mr. Jones' situation with him and received clarification from City Attorney Ramis about whether the Council would have the ability to reduce Mr. Jones' assessment.

- Tim Roth, 13779 SW Charleston Lane, Tigard, Oregon commended the work by the consultant on this project. While Mr. Roth said he agrees with the assessment methodology, he outlined his concerns with the costs associated with the Beveland extension that he says was added by the City because of the Tigard Triangle Plan. He requested consideration of the proposal to increase the City's contribution as presented in earlier testimony by Mr. Ed. Murphy.
- Ella Snyder, 12170 SW 69th Avenue, Tigard, Oregon, testified noting she a residential property owner within the LID boundaries. She asked that her assessment be lowered and confirmed that a reduction of one-half of the proposed assessment would be a "big help."

Council meeting recessed at 8:55 p.m.

Council meeting reconvened at 9:07 p.m.

- d. Staff recommended that the Council approve the assessment as presented in the staff report and that the LID be closed as soon as possible.
- e. Mayor Griffith closed the public hearing.

- f. There was lengthy Council discussion with concerns noted about the impact of the LID on the residential property owners. In addition comments were made about increasing the City's share of the cost of the LID because of cost overruns and adding the Beveland extension, which is likely to benefit the commercial properties, but would be of little value for the residential properties. Council members also indicated they would prefer to delete from the total assessment an amount due to the City owed by a property owner (Peirce) in the area as a result of a court decision.
- g. Motion by Councilor Patton, seconded by Councilor Scheckla, to increase the City's share of the LID costs to \$59,941, based on the final assessment figures; and to remove the \$52,500 listed as the "Peirce taking" from the assessment amount of the LID; and to reduce the assessment to the two residential homeowners by 50 percent.

Discussion on the motion: Councilor Moore asked staff to prepare information showing how the above-referenced adjustments to the LID assessment would affect the City budget.

The motion was approved by a unanimous vote of Council present:

Mayor Griffith	-	Yes
Councilor Dirksen	-	Yes
Councilor Moore	-	Yes
Councilor Patton	-	Yes
Councilor Scheckla	-	Yes

9. UPDATE ON THE NEW LIBRARY SITE MASTER PLAN COMMUNITY MEETING

Library Director Barnes presented the staff report, which is on file with the City Recorder.

Discussion followed concerning the number of parking spaces proposed. The number represents the standard required for an institutional building, such as a library.

Note: Item Nos. 10, 11, and 12 were presented as one staff report, with the ordinances considered separately by the City Council as noted below.

10. CONSIDER AN ORDINANCE REPEALING CHAPTER 2.20 OF THE TIGARD MUNICIPAL CODE PERTAINING TO JURY TRIAL

- a. Judge Michael O'Brien presented the staff report, which is on file in the City Recorder's office.
- b. There was brief Council discussion with City Attorney Ramis confirming that he saw no problem with proceeding as proposed by the staff report and proposed ordinance.
- c. Council Consideration:

Motion by Councilor Scheckla, seconded by Councilor Dirksen to adopt Ordinance No. 02-08.

ORDINANCE NO. 02-08 – AN ORDINANCE REPEALING CHAPTER 2.20 ("JURY TRIAL") OF THE TIGARD MUNICIPAL CODE

The motion was approved by a unanimous vote of Council present:

Mayor Griffith	-	Yes
Councilor Dirksen	-	Yes
Councilor Moore	-	Yes
Councilor Patton	-	Yes
Councilor Scheckla	-	Yes

11. CONSIDER AN ORDINANCE REPEALING CHAPTER 2.24 OF THE TIGARD MUNICIPAL CODE PERTAINING TO CRIMINAL PROCEDURE

- a. The staff report is on file in the City Recorder's office.
- b. Motion by Councilor Patton, seconded by Councilor Scheckla, to adopt Ordinance No. 02-09.

ORDINANCE NO. 02-09 – AN ORDINANCE REPEALING CHAPTER 2.24 ("CRIMINAL PROCEDURE") OF THE TIGARD MUNICIPAL CODE.

The motion was approved by a unanimous vote of Council present:

Mayor Griffith	-	Yes
Councilor Dirksen	-	Yes
Councilor Moore	-	Yes
Councilor Patton	-	Yes
Councilor Scheckla	-	Yes

12. CONSIDER AN ORDINANCE REPEALING CHAPTER 2.26 OF THE TIGARD MUNICIPAL CODE PERTAINING TO WITNESSES

- a. The staff report is on file in the City Recorder's office.

- b. Motion by Councilor Dirksen, seconded by Councilor Patton, to adopt Ordinance No. 02-10.

ORDINANCE NO. 02-10 – AN ORDINANCE REPEALING CHAPTER 2.26 (“WITNESSES”) OF THE TIGARD MUNICIPAL CODE.

The motion was approved by a unanimous vote of Council present:

Mayor Griffith	-	Yes
Councilor Dirksen	-	Yes
Councilor Moore	-	Yes
Councilor Patton	-	Yes
Councilor Scheckla	-	Yes

13. CONSIDER AN ORDINANCE AMENDING CHAPTER 2.52 OF THE TIGARD MUNICIPAL CODE PERTAINING TO ABANDONED, FOUND, SEIZED AND STOLEN PROPERTY

- a. Police Captain Schrader presented the staff report, which is on file in the City Recorder's office.

Captain Shrader noted in section 2.52.030 (attachment 1 to the ordinance), the wording should be "At any time..." instead of "At anywhere..."

- b. Motion by Councilor Moore, seconded by Councilor Scheckla, to adopt Ordinance No. 02-11.

ORDINANCE NO. 02-11 – AN ORDINANCE AMENDING SECTION 2.52.030 AND SUBSECTION 2.52.040 ABANDONED, FOUND, SEIZED AND STOLEN PROPERTY.

The motion was approved by a unanimous vote of Council present:

Mayor Griffith	-	Yes
Councilor Dirksen	-	Yes
Councilor Moore	-	Yes
Councilor Patton	-	Yes
Councilor Scheckla	-	Yes

14. CONSIDER A RESOLUTION DIRECTING THE ENGINEERING STAFF TO PREPARE A PRELIMINARY ENGINEER'S REPORT FOR THE PROPOSED WALL STREET LOCAL IMPROVEMENT DISTRICT AND DIRECTING THE ESTABLISHMENT OF A FUNDING MECHANISM FOR THE PREPARATION OF THE REPORT

- a. Staff report was presented by City Engineer Duenas, which is on file in the City Recorder's office.
- b. Council Consideration:

Motion by Councilor Moore, seconded by Councilor Patton, to adopt Resolution No. 02-11.

RESOLUTION NO. 02-11 – A RESOLUTION DIRECTING THE ENGINEERING STAFF TO PREPARE A PRELIMINARY ENGINEER’S REPORT FOR THE PROPOSED WALL STREET LOCAL IMPROVEMENT DISTRICT AND DIRECTING THE ESTABLISHMENT OF A FUNDING MECHANISM FOR THE PREPARATION OF THE REPORT.

The motion was approved by a unanimous vote of Council present:

Mayor Griffith	-	Yes
Councilor Dirksen	-	Yes
Councilor Moore	-	Yes
Councilor Patton	-	Yes
Councilor Scheckla	-	Yes

15. BRIEFING ON THE BULL MOUNTAIN OPEN HOUSE

- a. Planning Manager Barbara Shields reviewed the staff report.
- b. Mayor Griffith referred to the straw vote at the open house asking whether those in attendance supported annexation. After discussion, consensus was that the City should not proceed on this matter if the majority of the residents in the area do not want to annex. There was discussion about the need to determine the level of interest from the area’s residents.

16. CONSIDER RENEWAL OF THE WASHINGTON COUNTY URBAN SERVICES AGREEMENT

- a. Planning Manager Dick Bewersdorff reviewed the staff report, which is on file in the City Recorder’s office.
- b. Councilor Scheckla noted his concern about the County responding to the City’s request for collection of system development charges in the urban services area for Tigard and, since this is not addressed in the agreement, he said that he would possibly vote no.
- c. Motion by Councilor Moore, seconded by Councilor Patton, to renew the Urban Services Agreement, with the updated Agreement to be scheduled for Council review on a March Council agenda.

The motion was approved by a majority vote of Council present:

Mayor Griffith	-	Yes
Councilor Dirksen	-	Yes
Councilor Moore	-	Yes
Councilor Patton	-	Yes
Councilor Scheckla	-	No

17. CONSIDER 2002 COUNCIL GOALS

- a. City Manager Monahan presented this agenda item; the goals are contained in the packet material on file in the City Recorder's office.
- b. Motion by Councilor Moore, seconded by Councilor Patton to accept the 2002 Goals as presented in the staff report.

The motion was approved by a unanimous vote of Council present:

Mayor Griffith	-	Yes
Councilor Dirksen	-	Yes
Councilor Moore	-	Yes
Councilor Patton	-	Yes
Councilor Scheckla	-	Yes

18. COUNCIL LIAISON REPORTS

- a. Councilor Patton updated the Council on the regional drinking water authority, which is moving ahead. Tigard was the only jurisdiction that presented specific conditions. Tigard's preference that distribution systems not be included in the regional drinking water authority was stated; however, Portland wants to include this in the study. It was made clear that Tigard should not be penalized if Tigard did not participate in the distribution system.

19. NON AGENDA ITEMS: None

20. EXECUTIVE SESSION: Canceled

21. ADJOURNMENT: 10:15 p.m.

Catherine Wheatley, City Recorder

Attest:

Mayor, City of Tigard

Date: _____

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**MEMORANDUM
CITY OF TIGARD, OREGON**



TO: Mayor and Council
FROM: Greer Gaston
DATE: April 2, 2002
SUBJECT: Three Month Council Calendar

Regularly scheduled Council Meetings are marked with an asterisk (*).

April

9 *	Tues	Council Meeting – 6:30 p.m. Business Meeting with Study Session
16 *	Tues	Council Workshop Meeting – 6:30 p.m.
23 *	Tues	Council Meeting – 6:30 p.m. Business Meeting with Study Session

May

6	Mon	Budget Committee Meeting – 6:00 p.m. Water Building Auditorium
13	Mon	Budget Committee Meeting – 6:00 p.m. Water Building Auditorium
14 *	Tues	Council Meeting – 6:30 p.m. Business Meeting with Study Session
20	Mon	Budget Committee Meeting – 6:00 p.m. Water Building Auditorium
21 *	Tues	Council Workshop Meeting – 6:30 p.m.
27	Mon	Memorial Day Holiday – City Offices Closed
28 *	Tues	Council Meeting – 6:30 p.m. Business Meeting with Study Session

June

9 *	Tues	Council Meeting – 6:30 p.m. Business Meeting with Study Session
16 *	Tues	Council Workshop Meeting – 6:30 p.m.
23 *	Tues	Council Meeting – 6:30 p.m. Business Meeting with Study Session

Tigard City Council
Tentative Agenda

Agenda Item No. 4.2 b.
Meeting of 4.9.02

4/16/02 - Workshop	4/23/02 - Business TV -Greeter	5/14/02 - Business TV -Greeter
Due: 4/2/02 @ 5 p.m.	Due: 4/9/02 @ 5 p.m.	Due: 4/30/02 @ 5 p.m.
Workshop Topics	Study Session	Study Session
Jt Mtg w School District (SI) - BLUE SHEET	Update on Randall Grant Program - Liz - 10 min	
Jt Mtg w City of Tualatin (part of School District Mtg) - BLUE SHEET		
Communication Plan Update - Liz - 30 min		
Cityscape Options for FY 02/03 - Cathy - 15 min		
Planning Fee Study - Dick - 30 min		
Long-Range Planning Program Update - Barbara - 30 min	Consent Agenda	Consent Agenda
City Manager's Performance Evaluation	Council Goal Update (SI)	
	IGA - Portland Police Data System - Gary S	
	LCRB - San Sewer Reimbursement District 21 - Gus & Vannie	
	LCRB - San Sewer Reimbursement District 22 - Gus & Vannie	
	Watermaster IGA - Gus	
	Business Meeting	Business Meeting
	NTLCC Update - Margaret - 15 min	VA - Nathan Leamy
	Police Accreditation Report - Gary S & Ron 15 min	Fern Street Annexation - PHQJ- ORD - Matt - 15 min
	Update on PGE Franchise Audit & Future Utility Audits - Craig - 15 min	Update on Library's Annual Summer Reading Program - Margaret - 10 min
	Update on FY 2002/03 Budget - Craig - 5 min	Department Overview: Finance - Craig - 15 min
	Tree City USA & Arbor Day - Matt - 10 min	
	Cook Park: Update on Schedule for Phase 2 Improvements and Opening of Butterfly Garden - John Roy - 15 min	
	IGA - Establishing Tualatin Basin Natural Resources Coord. Committee - Duane- 15 min	
	City/Metro Joint Title & Greenspaces Mgmt. Agreement - Duane - 15 min.	
SI = standing item		
l:/adm/greer/tentatv ag/tentative.xls		

Tigard City Council
Tentative Agenda

[illegible]

**CITY OF TIGARD, OREGON
COUNCIL AGENDA ITEM SUMMARY**

ISSUE/AGENDA TITLE: Dartmouth Street @ 69th Avenue Public Right-of-Way Vacation Initiation (VAC2001-00003)

PREPARED BY: Mathew Scheidegger **DEPT HEAD OK** _____ **CITY MGR OK** _____

ISSUE BEFORE THE COUNCIL

Should the City Council initiate vacation proceedings for an approximately 1,181.6 square foot portion of public right-of-way commonly known as SW Dartmouth Street?

STAFF RECOMMENDATION

It is recommended that Council initiate vacation proceedings by adopting the attached Resolution which sets a formal public hearing date on the vacation for May 28, 2002.

INFORMATION SUMMARY

In the City vacation process of streets, easements and other public dedicated areas, the City Council begins the process by passing a Resolution to schedule a formal public hearing to consider such requests.

The applicant is requesting that the City of Tigard vacate a 1,181.6 square foot portion of public right-of-way on SW Dartmouth Street, 188 feet west of SW 69th Avenue. The portion of right-of-way requested to be vacated is part of the landscape strip between the existing sidewalk on SW Dartmouth and the property line of the Tigard Corporate Center.

The purpose of the request is to install a permanent monument sign in a portion of the vacated right-of-way. The right-of-way width is currently 90 feet wide along the length of the Tigard Corporate Center property, 55 feet from center line on the southside of SW Dartmouth and 35 feet from centerline on the northside of SW Dartmouth. The Tigard Triangle Design standard width for SW Dartmouth from centerline, east of SW 72nd Avenue is approximately 36 feet. The recently adopted Tigard Transportation System Plan calls for Dartmouth to be approximately 49 feet wide from centerline. The requested vacation will reduce the width of SW Dartmouth to 84 feet, the southside of Dartmouth's right-of-way width will be 49 feet, which is more than enough to satisfy both the Tigard Triangle Design Standards and the Transportation System Plan.

OTHER ALTERNATIVES CONSIDERED

Take no action at this time.

VISION TASK FORCE GOAL AND ACTION COMMITTEE STRATEGY

Not applicable.

ATTACHMENT LIST

Attachment 1 – Resolution initiating the vacation and exhibits
Attachment 2 – Letter requesting initiation of the vacation

FISCAL NOTES

There are no direct fiscal impacts as a result of this request as all fees have been paid by the applicant.

CITY OF TIGARD, OREGON

RESOLUTION NO. 02-

A RESOLUTION INITIATING VACATION PROCEEDINGS TO VACATE AN APPROXIMATE 1,181.6 SQUARE FOOT PORTION OF PUBLIC RIGHT-OF-WAY ON SW DARTMOUTH STREET, APPROXIMATELY 188 FEET WEST OF SW 69TH AVENUE (VAC2001-00003).

WHEREAS, the approximate 1,181.6 square foot portion of the right-of-way had previously been dedicated to the public; and

WHEREAS, the applicant has requested that the City of Tigard initiate Vacation proceedings to vacate an approximate 1,181.6 square foot portion of public right-of-way as described in Exhibit "A" and shown in Exhibit "B" and "C" better known as SW Dartmouth Street; and

WHEREAS, the applicant proposes to install a permanent monument sign for the Tigard Corporate Center in the right-of-way proposed to be vacated; and

WHEREAS, the vacation of said portion of public right-of-way will not interfere with eventual widening of SW Dartmouth; and

WHEREAS, the Tigard City Council finds it appropriate to initiate Vacation proceedings for the requested public right-of-way vacation.

NOW, THEREFORE, BE IT RESOLVED by the Tigard City Council that:

SECTION 1: The Tigard City Council hereby initiates a request for the vacation of an approximate 1,181.6 square foot portion of public right-of-way as more particularly described in Exhibit "A" and Exhibit "B" and by reference, made a part hereof.

SECTION 2: A public hearing is hereby called to be held by the City Council on May 28, 2002, at 7:30 PM in the Town Hall at Tigard City Hall, 13125 SW Hall Boulevard, within the City of Tigard, at which time and place the Council will hear any objections thereto and any interested person may appear and be heard for or against the proposed vacating of said public right-of-way.

EFFECTIVE DATE: April 9, 2002

PASSED: This _____ day of _____ 2002.

Mayor - City of Tigard

ATTEST:

RESOLUTION NO. 02- ____

City Recorder - City of Tigard

Exhibit "A"

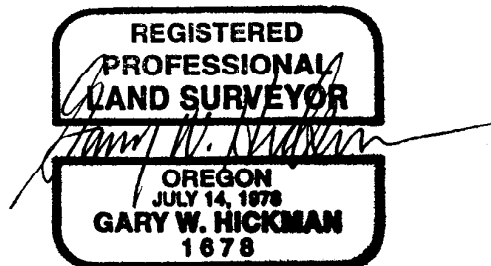
S.W. DARTMOUTH STREET RIGHT-OF-WAY VACATION

A tract of land containing 1181.6 Square Feet, more or less, adjoining the north line of Block 20 of West Portland Heights in the Northeast one-quarter of Section 1, Township Two South, Range One West, Willamette Meridian, City of Tigard, Washington County, Oregon, being more particularly described as follows:

Beginning at the northeast corner of said Block 20 of West Portland Heights; thence following the north line of said Block 20, South $89^{\circ}56'00''$ West 3.26 feet to the northwest corner of the Street Dedication as described in Document No. 99-094173 (Exhibit G-1 & G-2) of Washington County Deed Records, being the "TRUE POINT OF BEGINNING"; thence following along said north line of Block 20, South $89^{\circ}56'00''$ West 203.19 feet to the northeast corner of the Right-of-way dedication as described in Document No. 99-094173 (Exhibit H-1 & H-2); thence following along the arc of a 25.00 foot radius curve to the right a distance of 11.35 feet (chord bears North $57^{\circ}42'33''$ East 11.25 feet); thence following a line 6.00 feet north of and parallel with the north line of said Block 20, North $89^{\circ}56'00''$ East 188.28 feet; thence following the arc of a 18.72 foot radius curve to the right 8.13 feet (chord bears South $42^{\circ}01'16''$ East 8.07 feet) to the "TRUE POINT OF BEGINNING".

Doc.#:10805

Date: 2/19/2002 2:30 PM



RENEWAL DATE 06/30/03
DATE OF SIGNATURE 02/19/02

S. W. DARTMOUTH STREET

(ASPHALT CONCRETE PAVING - EXCELLENT CONDITION)
6" CURB WITH

6" CURB WITH
18" WIDE CONC. GUTTER

R/W DEDICATION
DOC. 99094173
EXHIBIT C-1 & C-2

R=25.00'
L=12.91'
 $\Delta=29^{\circ}34'34''$
Chd=N 14°47'18" W
Chd=12.76'

S. W. 69th AVENUE
(ASPHALT CONCRETE PAVING - EXCELLENT CONDITION)

6" CURB WITH
18" WIDE CONC. CUTTER

— "TRUE POINT OF
BEGINNING"

HATCHED AREA IS
S.W. DARTMOUTH STREET RIGHT-OF-WAY
VACATION AREA (1181 SQUARE FEET)

BUILDING "A"

F.F.E. = 273.00'

TWO STORY OFFICE BUILDING
(CONCRETE TILT-UP STYLE)

001
BUILDING
STYLE)
WEST
BLOCK 20
PORTLAND

HATCH AREA IS
STREET VACATION AREA
1181.6 SQ. FT.
0.03 ACRES

N 89°56'00" E 188.28'

N 89°56'00" E 203.19'

S 89°56'00" W 203.19'

ALL
GEN CONC.

R=25.00'
L=19.42'
Δ=44°30'38"
Chd=N 22°26'55" E
Chd=18.94'

R=25.00'
L=11.35'
 $\Delta=26^{\circ}00'39''$
Chd=N 57°42'33" E
Chd=11.25'

R/W DEDICATION
DOC. 99094173
EXHIBIT H-1 & H-2

CITY OF TIGARD

SITE PLAN

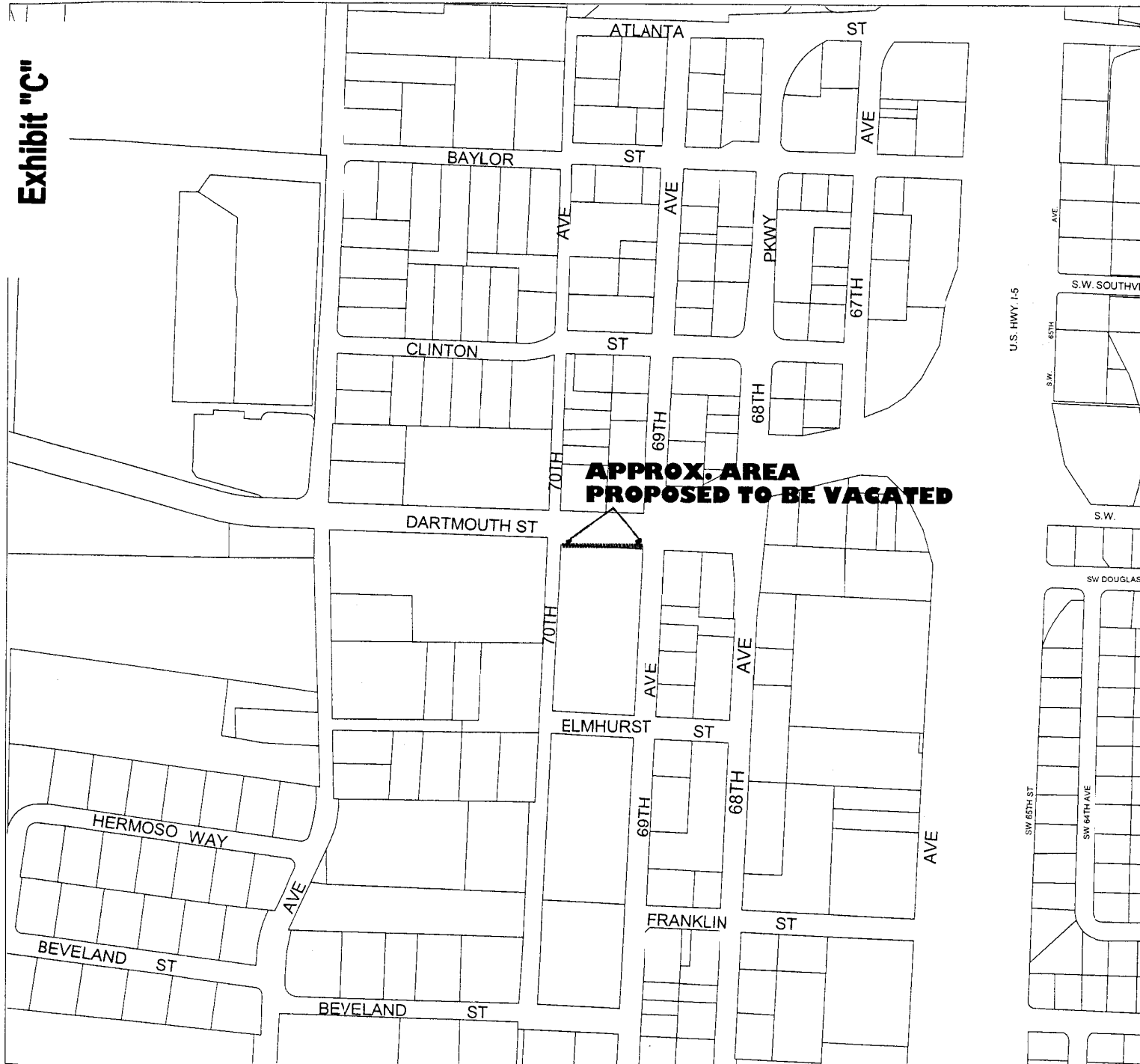


(Map is not to scale)

VAC2001-00003

DARTMOUTH STREET @ 69TH AVENUE
PUBLIC RIGHT-OF-WAY VACATION

Exhibit "C"



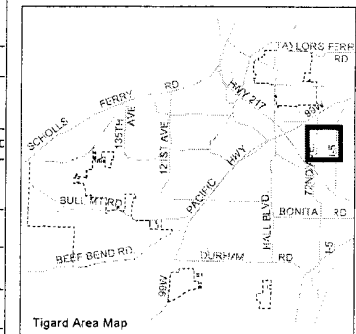
CITY of TIGARD

GEOGRAPHIC INFORMATION SYSTEM

VICINITY MAP

VAC2001-00003

DARTMOUTH STREET
@ 69TH AVENUE
PUBLIC RIGHT-OF-WAY
VACATION



0 100 200 300 400 500 Feet

1"= 370 feet



City of Tigard

Information on this map is for general location only and
should be verified with the Development Services Division.
13125 SW Hall Blvd
Tigard, OR 97213
(503) 639-4171
<http://www.ci.tigard.or.us>



SPECHT

Attachment 2

SPECHT PROPERTIES
SPECHT DEVELOPMENT

15400 S.W. Millikan Way • Beaverton OR 97006
503/646-2202 Fax 503/626-8903

February 22, 2002

City Council
City of Tigard
13125 SW Hall Boulevard
Tigard, OR 97223

**Re: Notice of Intent To File and Petition To Vacate a Portion of SW Dartmouth
Street ROW**

Dear City Council:

Tigard Corporate Center Limited Partnership (the "Petitioner" or "Tigard Corporate Center") is the owner of tax lot 2S101AA02900 and seeks to vacate a portion of SW Dartmouth Street right-of-way ("ROW") abutting their ownership. This letter is a petition under the Tigard Municipal Code (the "TMC") chapter 15.08 to vacate 1,181.6 square feet of the SW Dartmouth Street ROW west of its intersection with SW 69th Avenue in Tigard, Oregon.

ORS 271.080(1) establishes that any person interested in any real property in an incorporated city may petition to vacate all or part of a street, avenue, boulevard, alley, plat, public square, or other public place by setting forth a description of the ground proposed to be vacated, the purpose for which the ground is to be used, and the reason for the vacation. The city of Tigard (the "City") has adopted Ordinance 85-01 implementing ORS chapter 271 as it relates to the vacation of streets, ways, public squares, and other public places. Therefore, the TMC contains the application requirements and approval criteria relevant to such a vacation petition.

The Petitioner is now applying to the City to vacate a portion of the ROW of SW Dartmouth Street from approximately 188 feet west of SW 69th Avenue to its intersection with SW 69th Avenue. The Petitioner proposes to install a permanent monument sign in the vacated ROW. The Petitioner owns tax lot 2S101AA02900 which abuts the affected section of the SW Dartmouth Street ROW. The petition will not involve any additional abutting property owners.

Submitted by Joe Curran
Specht Properties

AGENDA ITEM # _____

FOR AGENDA OF April 9, 2002

CITY OF TIGARD, OREGON
COUNCIL AGENDA ITEM SUMMARY

ISSUE/AGENDA TITLE Appointment of Gene Birchill, Alexander Craghead, Gerald McKee, Alan Mitchell, John Nibler, Robert Pike, and Eric Watson to the Building Appeals Board

PREPARED BY: Susan Koepping DEPT HEAD OK _____ CITY MGR OK _____

ISSUE BEFORE THE COUNCIL

Will the Council appoint the above-named individuals to the Building Appeals Board?

STAFF RECOMMENDATION

Council will appoint the individuals named in the attached resolution to the Building Appeals Board.

INFORMATION SUMMARY

The City Council approved ordinance No. 01-12 amending the membership of the Building Appeals Board. Because the terms of all previous members on that board had expired, applications were sought from the specified professions and the general public. Recommended new board members were selected from the applicants who were interviewed by the Mayor's Appointments Advisory Committee in February and March, 2002. All members of the board are volunteers. The Tigard Building Official serves as the staff liaison to this board.

OTHER ALTERNATIVES CONSIDERED

Open requests for applications again.

VISION TASK FORCE GOAL AND ACTION COMMITTEE STRATEGY

Goal: City will maximize the effectiveness of the volunteer spirit to accomplish the greatest good for our community.

ATTACHMENT LIST

Information about each appointee.

FISCAL NOTES

none

CITY OF TIGARD, OREGON

RESOLUTION NO. 02-_____

A RESOLUTION OF THE TIGARD CITY COUNCIL APPOINTING GENE BIRCHILL, ALEXANDER CRAGHEAD, GERALD MCKEE, ALAN MITCHELL, JOHN NIBLER, BOB PIKE AND ERIC WATSON TO THE BUILDING APPEALS BOARD

WHEREAS, the City Council approved an ordinance amending the Tigard Building Appeals Board membership requirements, and

WHEREAS, the Mayor's Appointments Advisory Committee interviewed interested individuals on February 12, February 27 and March 12, 2002,

NOW, THEREFORE, BE IT RESOLVED by the Tigard City Council that:

SECTION 1: The following are appointed to the specific positions indicated:

Gene Birchill:	Tualatin Valley Fire and Rescue representative
Alexander Craghead:	General Public Representative
Gerald McKee:	Building Official, Oregon municipality
Alan Mitchell:	Attorney, Active practice in Oregon
John Nibler:	General Contractor
Robert Pike:	Oregon Disabilities Commission
Eric Watson:	Structural Engineer

SECTION 2: All terms shall expire April 1, 2006.

SECTION 3: This resolution is effective immediately upon passage.

PASSED: This _____ day of _____ 2002.

Mayor - City of Tigard

ATTEST:

City Recorder - City of Tigard

\\TIG333\USR\DEPTS\ADM\SUSANK\TASKFORC\BLDG APPL BOARD\RESNEWBRDAPPTS3'02.DOC

RESOLUTION NO. 02 - ____

Building Appeals Board Appointees, April 2002

Gene Birchill is a deputy Fire Marshall with Tualatin Valley Fire and Rescue. He lives in Oregon City where he has been active in a variety of Oregon City and Clackamas County Committees.

Alexander Craghead grew up in Tigard and now manages the Johann Bike Shop, his family's business. He lives on Hall Blvd., and is a member of the Community Character and Quality of Life Vision Action Committee.

Jerry McKee resides in Hillsboro. He has been the Building Official for the City of Hillsboro for 12 years. He is active in the Hillsboro Chamber of Commerce, and has served on boards and committees related to his profession.

Alan Mitchell is a practicing attorney who works for a firm that focuses on construction litigation. He has also worked as a building inspector, plans examiner and carpenter. He served previously on the Tigard Building Appeals Board, and on a number of committees for the construction law section of the Oregon State Bar Association.

John Nibler is a general contractor who lives in Portland. He, too, was a member of the previous Tigard Building Appeals Board. He graduated from OSU with a degree in engineering, and has been employed in the construction industry since then.

Robert Pike also lives in Portland. He is a commissioner on the State of Oregon Disabilities Commission. Through his business he provides technical assistance related to Fair Housing Act requirements and American with Disabilities Act.

Eric Watson has resided in Tigard for many years and graduated from Tigard High School. He is a structural engineer and a principal with a Portland engineering firm. He is active in organizations related to his profession.

AGENDA ITEM # _____
FOR AGENDA OF 4/9/2002

CITY OF TIGARD, OREGON
COUNCIL AGENDA ITEM SUMMARY

ISSUE/AGENDA TITLE Award of Phone System Bid

PREPARED BY: Paul de Bruyn DEPT HEAD OK _____ CITY MGR OK _____

ISSUE BEFORE THE COUNCIL

Award contract to the top vendor

STAFF RECOMMENDATION

Award contract to Eschelon Telecom, Inc., Tigard, OR. for a complete telephone system to be paid on a 60 month lease with a \$1.00 buyout in 61 months. System to include 60 month warranty, parts, and service contract.

INFORMATION SUMMARY

The City of Tigard is requesting a complete, "turnkey" telecommunications system. The system shall include a telephone switching system, station equipment, voice mail, switchboard, all equipment, accessories, data base information, training, software, hardware, labor, materials, peripherals, maintenance services and other options.

The City of Tigard's present Fujitsu phone system is over 15 years old. Fujitsu announced at the end of last year that they were cancelling all equipment sales and support from the U.S. as of January 1, 2002. The present system can no longer support the City of Tigard's needs. The city has found that for the present cost of service and maintenance, the City of Tigard can get a new phone system and any and all services required for less than our existing monthly charges with Verizon.

The new system includes a phone system, voice-mail database, switchboard software and equipment. Installing a new phone system with the ability to grow and expand as the City of Tigard grows. The new system will have state of the art capabilities; it will be able to handle the City's present and projected future needs, even with the addition of City offices in the old library and new connections to the new library.

The system will have the ability to join with the Data side of the Network Services for more efficient and reliable network and telecommunications integration. The present system can't expand any further than it already has. The City of Tigard presently pays about \$5,500 on average per month for phone service and phone system maintenance. The projected cost of the new phone system and new phone service is approximately \$4,300 per month.

OTHER ALTERNATIVES CONSIDERED

After weighting the alternatives with the present Fujitsu phone system and weeding through all the proposals submitted by various vendors, we feel this is the best alternative.

VISION TASK FORCE GOAL AND ACTION COMMITTEE STRATEGY

ATTACHMENT LIST

Attachment 1: Evaluation Spreadsheet of Vendors

FISCAL NOTES

Funds for this are already budgeted and approved. There is no need for additional funding. The switch over will save the City of Tigard approximately \$10,000 annually.

[illegible][illegible]

AGENDA ITEM # _____
FOR AGENDA OF April 9, 2002

CITY OF TIGARD, OREGON
COUNCIL AGENDA ITEM SUMMARY

ISSUE/AGENDA TITLE Discussion with State Senator Ginny Burdick and State Representative Max Williams

PREPARED BY: Cathy Wheatley DEPT HEAD OK _____ CITY MGR OK _____

ISSUE BEFORE THE COUNCIL

A discussion with State Senator Ginny Burdick and State Representative Max Williams on issues of interest to Council.

STAFF RECOMMENDATION

Identify issues of interest or concern for Senator Burdick and Representative Williams.

INFORMATION SUMMARY

With the redistricting finalized as a result of the 2000 Census data, City of Tigard residents are now represented by State Senator Ginny Burdick and State Representative Max Williams. Senator Burdick and Representative Williams will discuss issues and concerns with the Tigard City Council.

OTHER ALTERNATIVES CONSIDERED

None

VISION TASK FORCE GOAL AND ACTION COMMITTEE STRATEGY

Community Character and Quality of Life, Goal 1, Communication and Strategy 3, Encourage public participation through accessibility and education.

FISCAL NOTES

None

AGENDA ITEM # _____
FOR AGENDA OF April 9, 2002

CITY OF TIGARD, OREGON
COUNCIL AGENDA ITEM SUMMARY

ISSUE/AGENDA TITLE Annual update on the Tigard Library and City of Tigard Volunteer Programs

PREPARED BY: Susan Koepping DEPT HEAD OK _____ CITY MGR OK _____

ISSUE BEFORE THE COUNCIL

Who is the typical volunteer in Tigard? What does that volunteer do? How is the connection made between the person who wants to volunteer and the tasks that need to be done?

STAFF RECOMMENDATION

The Council will continue to support the efforts of volunteers as they work for the Tigard community.

INFORMATION SUMMARY

Volunteers were active in Tigard before the City of Tigard even existed. From anecdotal information, we know that early settlers helped each other and contributed to common goals to establish a viable community. The spirit of service to the community continues today as volunteers work on 135 different jobs in all departments of the City of Tigard including the Tigard Library. Volunteers of many ages, and with many interests and skills contributed 20,000 hours in 2001. In addition, several work groups continued to work or were formed to explore areas of community interest including, a skate park, dog park, community art and area youth.

OTHER ALTERNATIVES CONSIDERED

None

VISION TASK FORCE GOAL AND ACTION COMMITTEE STRATEGY

GOAL : City will maximize the effectiveness of the volunteer spirit to accomplish the greatest good for our community.

ATTACHMENT LIST

None

FISCAL NOTES

None

AGENDA ITEM # _____
FOR AGENDA OF April 9, 2002

CITY OF TIGARD, OREGON
COUNCIL AGENDA ITEM SUMMARY

ISSUE/AGENDA TITLE Recognition of "Team Tigard" as the Official City of Tigard Employee Volunteer Group

PREPARED BY: William A. Monahan DEPT HEAD OK _____ CITY MGR OK _____

ISSUE BEFORE THE COUNCIL

Shall the City Council recognize "Team Tigard" as the City of Tigard's official employee volunteer group?

STAFF RECOMMENDATION

Staff recommends that the City of Tigard recognize "Team Tigard" as the official City employee volunteer group. Staff recommends that the City Council adopt a resolution acknowledging the prior efforts of "Team Tigard" and encouraging future efforts.

INFORMATION SUMMARY

In 2000, Police Chief Ron Goodpaster recommended that the City employees organize a City employee volunteer group for the purpose of participating in volunteer efforts citywide. Following formation of the Group, "Team Tigard" participated in Christmas in April activities in April 2000 and 2001 and in the American Cancer Society's fundraiser "Relay for Life" in both July 2000 and July 2001. In addition, Team Tigard adopted a portion of Hall Boulevard through the Oregon Department of Transportation's "Adopt-A-Street" program.

"Team Tigard" has proven to be a success and has contributed time and energy to various City activities. In order to recognize the efforts of "Team Tigard" and to encourage its growth and involvement in future volunteer activities throughout the community, the City Council will consider passing a resolution recognizing "Team Tigard" as the official City volunteer group.

OTHER ALTERNATIVES CONSIDERED

Take no action.

VISION TASK FORCE GOAL AND ACTION COMMITTEE STRATEGY

N/A

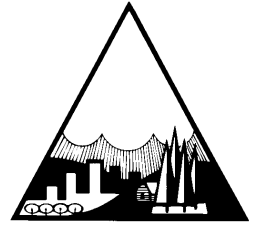
ATTACHMENT LIST

Memorandum dated March 26, 2002, from William A. Monahan
Proposed resolution.

FISCAL NOTES

There is no financial impact for this proposed action.

MEMORANDUM



TO: Honorable Mayor & City Council

FROM: William A. Monahan, City Manager

RE: "Team Tigard"

DATE: March 26, 2002

Tigard Police Chief Ron Goodpaster has always been an advocate of volunteerism in the community. In 2000, Ron recommended to the City Executive Staff that a group be formed to allow opportunities for employees, their families and their friends to participate as a group in volunteer efforts. The Executive Staff supported Ron's recommended, resulting in the formation of "Team Tigard."

"Team Tigard" has been involved in various community activities since formation. Specifically, "Team Tigard" was a participant in the Christmas in April activities of both April 2000 and 2001. In 2000, "Team Tigard" helped to make improvements to a residential property in Metzger. In April 2001, "Team Tigard" assisted in the painting of the main hall in the Tigard Grange. "Team Tigard" also has participated in July 2000 and 2001 in the American Cancer Society Relay for Life held in Tualatin. The Tualatin-based relay was initiated in 2000, with the "Team Tigard" group being one of the initial participants and, easily, the most enthusiastic!

"Team Tigard" has adopted a portion of Hall Boulevard from Pacific Highway to Durham Road as part of ODOT's Adopt-A-Street Program.

"Team Tigard" members have represented all City departments. Informal membership is open to all City employees, as well as family members and friends. The criteria for informal membership is – participation. The benefits of participation are those available to anyone who volunteers in a worthwhile community activity. City employees, family members, and friends who have participated in "Team Tigard" activities in the past have contributed their energies and efforts and, in return, have enjoyed a sense of accomplishment in a job well done.

The City Council is being asked to recognize "Team Tigard" as the official City volunteer group. Should Council approve the resolution recognizing "Team Tigard," this group would be granted an opportunity to utilize the City's Intranet capabilities to make all City employees aware of the Team's efforts, upcoming opportunities for participation, and to share experiences and successes. It is expected that greater awareness of the Team

and its activities will result in more participation, more volunteer activities and greater camaraderie among City employees.

A resolution has been prepared should the City Council wish to recognize "Team Tigard."

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CITY OF TIGARD, OREGON

RESOLUTION NO. 02-_____

A RESOLUTION RECOGNIZING "TEAM TIGARD" AS THE OFFICIAL CITY OF TIGARD
EMPLOYEE VOLUNTEER GROUP

WHEREAS, "Team Tigard" was formed in 2000 to organize employees for the purpose of participating in citywide volunteer efforts; and

WHEREAS, "Team Tigard" has proven to be a success in that employees and employee family members and friends have contributed time and energy to a variety of worthwhile causes including Christmas in April, the American Cancer Society, and Adopt-A-Street projects in 2000 and 2001; and

WHEREAS, the Tigard City Council deems it appropriate for communications to be posted on the City's internal web page and announcements may be placed in interoffice e-mail directing employees to information about "Team Tigard's" activities; and

WHEREAS, the Tigard City Council desires to acknowledge and recognize the efforts of "Team Tigard" participants.

NOW, THEREFORE, BE IT RESOLVED by the Tigard City Council that:

SECTION 1: The Tigard City Council expresses its appreciation for the quality community services rendered by "Team Tigard" in 2001 and 2002.

SECTION 2: Communications about "Team Tigard" events, authorized by the City of Tigard's Executive Staff, may be posted on the City's internal web page and announcements may be placed in interoffice e-mail directing employees to information about "Team Tigard" activities. Additionally, information about "Team Tigard" activities may be printed on paper copies and posted in employee-areas of City facilities so those employees who do not have access to electronic messages can also be informed.

SECTION 3: This resolution is effective immediately upon passage.

PASSED: This _____ day of _____ 2002.

Mayor - City of Tigard

ATTEST:

City Recorder - City of Tigard

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RESOLUTION NO. 02 - ____

Page 1

AGENDA ITEM # _____
FOR AGENDA OF April 9, 2002

CITY OF TIGARD, OREGON
COUNCIL AGENDA ITEM SUMMARY

ISSUE/AGENDA TITLE Formation of Sanitary Sewer Reimbursement District No. 23 (SW O'Mara Street at Chelsea Loop)

PREPARED BY: G. Berry DEPT HEAD OK _____ CITY MGR OK _____

ISSUE BEFORE THE COUNCIL

Formation of a sewer reimbursement district to construct a sanitary sewer project as part of the Neighborhood Sewer Extension Program.

STAFF RECOMMENDATION

Approval of the attached Resolution forming the Reimbursement District.

INFORMATION SUMMARY

The proposed project would provide sewer service to seven lots along the south side of SW O'Mara Street. Through the City's Neighborhood Sewer Extension Program, the City would install public sewers to each lot within the Reimbursement District and the owners would reimburse the City for a fair share of the cost of the public sewer at the time of connection to the sewer. In addition, each owner would be required to pay a connection fee of \$2,335 before connecting to the line and would be responsible for disconnecting the existing septic system according to County rules and any other plumbing modifications necessary to connect to the public line. Each owner has been notified of the hearing by mail. The notice, mailing list and additional details are included in the City Engineer's Report attached as Exhibit A to the proposed resolution.

If Council approves this request to form the Reimbursement District, bids from contractors to construct the sewer will be requested.

Another resolution to finalize the formation of the Reimbursement District, with cost adjustments, will be submitted for Council action after construction is completed and actual construction costs are determined.

OTHER ALTERNATIVES CONSIDERED

None.

VISION TASK FORCE GOAL AND ACTION COMMITTEE STRATEGY

Not applicable.

ATTACHMENT LIST

Proposed Resolution
Exhibit A, City Engineer's Report and table of estimated cost to owners
Exhibit B, Map
Vicinity Map
Notice to Owners with letter
List of property owners
Resolution 01-46

FISCAL NOTES

Funding is by unrestricted sanitary sewer funds.

i:\citywide\sum\reim-23 (o'mara) formation.doc

CITY OF TIGARD, OREGON

RESOLUTION NO. 02-__

A RESOLUTION ESTABLISHING SANITARY SEWER REIMBURSEMENT DISTRICT
NO. 23 (O'MARA STREET AT CHELSEA LOOP)

WHEREAS, the City has initiated the Neighborhood Sewer Extension Program to extend public sewers and recover costs through Reimbursement Districts in accordance with TMC Chapter 13.09; and

WHEREAS, these property owners have been notified of a public hearing in accordance with TMC 13.09.060 and a public hearing was conducted in accordance with TMC 13.09.050; and

WHEREAS, the City Engineer has submitted a report describing the improvements, the area to be included in the Reimbursement District, the estimated costs, a method for spreading the cost among the parcels within the District, and a recommendation for an annual fee adjustment; and

WHEREAS, the City Council has determined that the formation of a Reimbursement District as recommended by the City Engineer is appropriate.

NOW, THEREFORE, BE IT RESOLVED by the Tigard City Council that:

SECTION 1: The City Engineer's report titled "Sanitary Sewer Reimbursement District No. 23, O'Mara at Chelsea Loop", attached hereto as Exhibit A, is hereby approved.

SECTION 2: A Reimbursement District is hereby established in accordance with TMC Chapter 13.09. The District shall be the area shown and described on Exhibit B. The District shall be known as "Sanitary Sewer Reimbursement District No. 23."

SECTION 3 Payment of the reimbursement fee as shown in Exhibit A is a precondition of receiving City permits applicable to development of each parcel within the Reimbursement District as provided for in TMC 13.09.110.

SECTION 4 An annual fee adjustment, at a rate recommended by the Finance Director, shall be applied to the Reimbursement Fee.

SECTION 5 The City Recorder shall cause a copy of this resolution to be filed in the office of the County Recorder and shall mail a copy of this resolution to all affected property owners at their last known address, in accordance with TMC 13.09.090.

SECTION 6 This resolution is effective immediately upon passage.

PASSED: This _____ day of _____ 2002.

Mayor - City of Tigard

ATTEST:

City Recorder - City of Tigard

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RESOLUTION NO. 02-__

Page 1

Exhibit A

City Engineer's Report

Sanitary Sewer Reimbursement District No. 23 (O'Mara Street at Chelsea Loop)

Background

This project will be constructed and funded under the City of Tigard Neighborhood Sewer Extension Program (NSEP). Under the program the City of Tigard would install public sewers to each lot within a project area. At the time the property owner connects to the sewer, the owner would pay a connection fee of \$2,335.00 and reimburse the City for a fair share of the cost of the public sewer. There is no requirement to connect to the sewer or pay any fee until connection is made. In addition, property owners are responsible for disconnecting their existing septic system according to Washington County rules and for any other modifications necessary to connect to the public sewer.

Project Area - Zone of Benefit

An existing sanitary sewer line is located in SW Chelsea Loop as shown on Exhibit Map B. The line from Chelsea Loop would be extended south then continue west along SW O'Mara Street serving seven lots on the south side of the street. The five contiguous lots further west were provided with service on January 26, 2000 through Reimbursement District No. 17. The lots on the north side of SW O'Mara are currently served from SW Hill Street.

Cost

The estimated cost for the sanitary sewer construction is \$57,790. Engineering and inspection fees amount to \$7,800 (13.5%) as defined in TMC 13.09.040(1). The estimated total project cost is \$65,590. This is the amount that should be reimbursed to the sanitary sewer fund as properties connect to the sewer and pay their fair share of the total amount. However, the actual amount that each property owner pays is subject to the City's incentive program for early connections.

In addition to sharing the cost of the public sewer line, each property owner, except for the owner providing the easement, will be required to pay an additional \$2,335 connection and inspection fee when connection to the public line is made. All owners will be responsible for all plumbing costs required for work done on private property.

Reimbursement Rate

All properties in this area are zoned R-4.5 but vary in lot size from about 9,500 to 24,000 square feet. Therefore, it is recommended that the total cost of the project be divided proportional to the square footage of each property among the seven properties included in the reimbursement district as shown on the attached table. Resolution 01-46 limits this fee to \$6,000 to the extent that it does not exceed \$15,000 per owner for connections completed within three years of final approval of the City Engineer's Report.

Other reimbursement methods include dividing the cost equally among the owners or proportional to the length of frontage of each property. These methods are not recommended because there is no correlation between these methods and the cost of providing service to each lot or the benefit to each lot.

Each property owner's estimated fair share of the public sewer line is \$0.47 per square foot of the lot served. Each owner's fair share would be limited to \$6,000 to the extent that it does not exceed \$15,000, for connections completed within three years of City Council approval of the final City Engineer's Report following construction in accordance with Resolution 01-46 (attached). In addition to paying for the first \$6,000, owners will remain responsible for paying all actual costs that exceed \$15,000.

Annual Fee Adjustment

TMC 13.09.115 states that an annual percentage rate shall be applied to each property owner's fair share of the sewer line costs on the anniversary date of the reimbursement agreement. The Finance Director has set the annual interest rate at 6.05% as stated in City of Tigard Resolution No. 98-22.

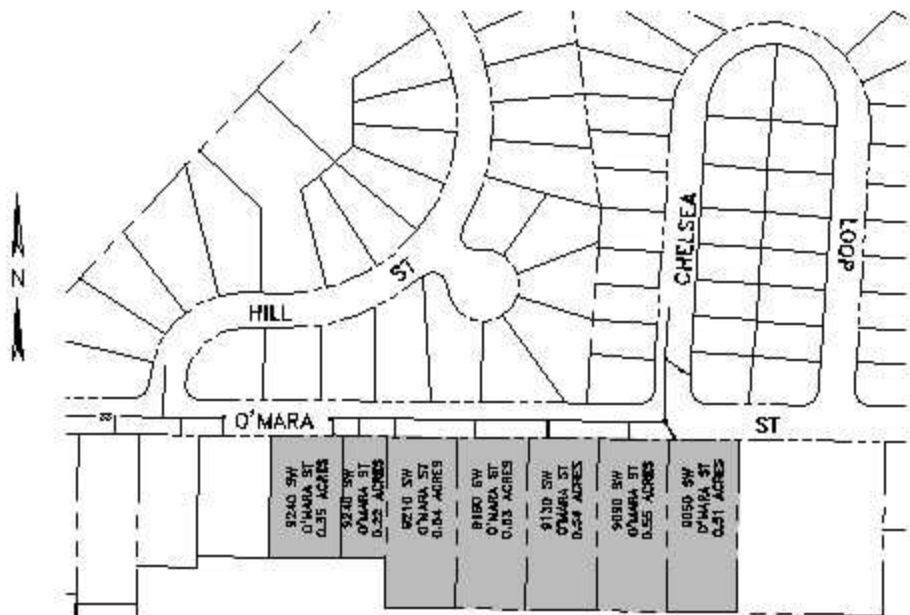
Recommendation

It is recommended that a reimbursement district be formed with an annual fee increase as indicated above and that the reimbursement district continue for fifteen years as provided in the Tigard Municipal Code (TMC) 13.09.110(5). Fifteen years after the formation of the reimbursement district, properties connecting to the sewer would no longer be required to pay the reimbursement fee.

Submitted March 25, 2002

Agustin P. Duenas PE
City Engineer

**O'MARA ST AT CHELSEA LOOP
SANITARY SEWER IMPROVEMENTS REIMBURSEMENT DISTRICT #23
A PORTION OF THE SE 1/4 OF SECTION 2 T2S R1W W.M.**



**EXHIBIT B
NTS**

**NOTE
ALL PROPERTIES IN THE REIMBURSEMENT
DISTRICT ARE ZONED R4.5**

O'MARA ST @ CHELSEA LOOP
SANITARY SEWER IMPROVEMENTS
REIMBURSEMENT DISTRICT #23



VICINITY MAP

NTS



PROPERTIES INCLUDED IN
REIMBURSEMENT DISTRICT

March 25, 2002

NOTICE

Informational Hearing

NOTICE IS HEREBY GIVEN
THAT THE **TIGARD CITY COUNCIL**
AT A MEETING ON
TUESDAY, April 9, 2002 AT 7:30 PM
IN THE TOWN HALL OF THE TIGARD CIVIC CENTER
13125 SW HALL BLVD
TIGARD OR 97223

TO CONSIDER THE FOLLOWING:

Proposed Sanitary Sewer Reimbursement District No. 23.
(SW O'Mara Street at Chelsea Loop)

The Tigard City Council will conduct an informational public hearing to hear testimony on the proposed Reimbursement District formed to install sewers in SW O'Mara Street at Chelsea Loop.

Both public oral and written testimony is invited.

The public hearing on this matter will be conducted as required by
Section 13.09.060 of the Tigard Municipal Code.

Further information and the scheduled time for this item during the Council meeting may be obtained from the Engineering Department, 13125 SW Hall Blvd. Tigard, Oregon 97223, by calling 503 639-4171 extension 373 or at www.ci.tigard.or.us.

Proposed Sanitary Sewer Reimbursement District No. 23 (SW O'Mara Street at Chelsea Loop)

At this meeting, City Council will be requested to form a sewer reimbursement district to provide your neighborhood with sewer service. There is no requirement to connect to the sewer or pay any fee until connection is made. Each property owner's estimated fair share of the public sewer line is based on the area of the lot served and is summarized in the table below. This amount will be revised once construction is completed and final costs are determined. An annual increase of 6.05% simple interest will also be applied to this amount.

The amount each property owner will be required to pay will be limited to \$6,000 for connections completed within three years of City Council approval of the final City Engineer's Report following construction, in accordance with Resolution 01-46. Please note that this resolution also requires the owner to pay any fair share amounts that exceed \$15,000. Consequently, if the final fair share for an owner exceeds \$15,000, the owner would be required to pay \$6,000 plus the amount the fair share exceeds \$15,000.

The owner would also be required to pay a connection fee of \$2,335.00 at the time of connection to the sewer. In addition, property owners are responsible for disconnecting their existing septic system according to Washington County rules and for any other modifications necessary to connect to the public sewer.

See Map Reverse Side

Reimbursement District #23 Estimated Cost to Property Owners				
Owner		Address	Area (S.F.)	Estimated Cost to Property Owner
1.	Eardl	9050 SW O'Mara St.	22,360.67	\$10,405
2.	Yedin	9090 SW O'Mara St.	23,994.48	\$11,165
3.	Fuller	9130 SW O'Mara St.	23,332.99	\$10,858
4.	Mueller	9190 SW O'Mara St.	23,147.74	\$10,771
5.	Hoddap	9210 SW O'Mara St.	23,520.85	\$10,945
6.	Fisher	9240 SW O'Mara St.	9,479.02	\$4,411
7.	Fisher	9240 SW O'Mara St.	15,114.64	\$7,033

Reimbursement District #23

Estimated Cost to Property Owners

	OWNER	TAX LOT	ADDRESS	AREA (AC)	AREA (S.F.)	ESTIMATED COST TO PROPERTY OWNER
1	EARDL	2S102DC00502	9050 SW O'MARA ST	0.51	22,360.67	\$10,405
2	YEDIN	2S102DC00511	9090 SW O'MARA ST	0.55	23,994.48	\$11,165
3	FULLER	2S102DC00502	9130 SW O'MARA ST	0.54	23,332.99	\$10,858
4	MUELLER	2S102DC00506	9190 SW O'MARA ST	0.53	23,147.74	\$10,771
5	HODDAP	2S102DC00508	9210 SW O'MARA ST	0.54	23,520.85	\$10,945
6	FISHER	2S102DC00300	9240 SW O'MARA ST	0.22	9,479.02	\$4,411
7	FISHER	2S102DC00302	9240 SW O'MARA ST	0.35	15,114.64	\$7,033
			Totals	3.23	140,950.39	\$65,588.81

CITY OF TIGARD, OREGON

RESOLUTION NO. 01-46

A RESOLUTION REPEALING RESOLUTION NO. 98-51 AND ESTABLISHING A REVISED AND ENHANCED NEIGHBORHOOD SEWER REIMBURSEMENT DISTRICT INCENTIVE PROGRAM

WHEREAS, the City Council has initiated the Neighborhood Sewer Extension Program to extend public sewers through Reimbursement Districts in accordance with TMC Chapter 13.09; and

WHEREAS, on October 13, 1998, the City Council established The Neighborhood Sewer Reimbursement District Incentive Program through Resolution No. 98-51 to encourage owners to connect to public sewer. The program was offered for a two-year period after which the program would be evaluated for continuation; and

WHEREAS, on September 26, 2000, the City Council extended The Neighborhood Sewer Reimbursement District Incentive Program an additional two years through Resolution No. 00-60; and

WHEREAS, City Council finds that residential areas that remain without sewer service should be provided with service within five years; and

WHEREAS, Council has directed that additional incentives should be made available to encourage owners to promptly connect to sewers once service is available and that owners who have paid for service provided by previously established districts of the Neighborhood Sewer Extension Program should receive the benefits of the additional incentives.

NOW, THEREFORE, BE IT RESOLVED by the Tigard City Council that:

SECTION 1: Resolution No. 98-51 establishing the Neighborhood Sewer Reimbursement District Incentive Program is hereby repealed.

SECTION 2: A revised incentive program is hereby established for the Neighborhood Sewer Extension Program. This incentive program shall apply to sewer connections provided through the sewer reimbursement districts shown on the attached Table 1 or established thereafter. All connections qualifying under this program must be completed within **three years** after Council approval of the final City Engineer's Report following a public hearing conducted in accordance with TMC Section 13.09.105 or by **two years** from the date this resolution is passed, which ever is later, as shown on the attached Table 1.

SECTION 3: To the extent that the reimbursement fee determined in accordance with Section 13.09.040 does not exceed \$15,000, the amount to be reimbursed by an owner of a lot zoned single family residential shall not exceed \$6,000 per connection, provided that the lot owner complies with the provisions of Section 2. Any amount over \$15,000 shall be reimbursed by the owner. This applies only to the reimbursement fee for the sewer installation and not to the connection fee, which is still payable upon application for

sewer connection.

SECTION 4: The City Engineer's Report required by TMC Chapter 13.09 shall apply the provisions of this incentive program. Residential lot owners who do not connect to sewer in accordance with Section 2 shall pay the full reimbursement amount as determined by the final City Engineer's Report.

SECTION 5: Any person who has paid a reimbursement fee in excess of the fee required herein is entitled to reimbursement from the City. The amounts to be reimbursed and the persons to be paid shall be determined by the Finance Director and approved by the City Manager. There shall be a full explanation of any circumstances that require payment to any person who is not an original payer. The Finance Director shall make payment to all persons entitled to the refund no later than August 31, 2001.

SECTION 6: The Sanitary Sewer Fund, which is the funding source for the Neighborhood Sewer Reimbursement District Program, shall provide the funding for the installation costs over \$6,000 up to a maximum of \$15,000 per connection.

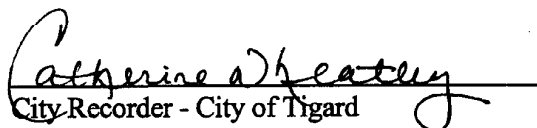
EFFECTIVE DATE: July 10, 2001

PASSED: This 10th day of July 2001.



Mayor - City of Tigard

ATTEST:



City Recorder - City of Tigard

I:\Citywide\Res\Resolution Revising the Neighborhood Sewer Incentive Program

RESOLUTION NO. 01-46

Page 2

TABLE 1
Reimbursement Districts with Refunds Available

DISTRICT	FEE PER LOT	REIMBURSEMENT AVAILABLE	INCENTIVE PERIOD ENDS
TIGARD ST.No.8	5,193	No reimbursement available	
FAIRHAVEN ST/WYNo.9	4,506	No reimbursement available	
HILLVIEW ST No.11	8,000		July 11, 2003
106 TH & JOHNSON No.12	5,598	No reimbursement available	
100 TH & INEZ No.13	8,000		July 11,2003
WALNUT & TIEDEMAN No.14	8,000		July 11,2003
BEVELAND&HERMOSA No.15	5,036	No reimbursement available	
DELMONTE No.16	8,000		July 11,2003
O'MARA No.17	8,000		July 11,2003
WALNUT & 121 ST No.18	-	Amount to be reimbursed will be	Three years from service availability
ROSE VISTA No.20	-	determined once final costs are determined.	

* Currently being constructed

AGENDA ITEM # _____
FOR AGENDA OF _____

CITY OF TIGARD, OREGON
COUNCIL AGENDA ITEM SUMMARY

ISSUE/AGENDA TITLE International Resource Cities Program – Tigard and Washington County Exchange with Samarinda and Kutai, Indonesia

PREPARED BY: William A. Monahan DEPT HEAD OK _____ CITY MGR OK _____

ISSUE BEFORE THE COUNCIL

The City of Tigard and Washington County are participating in the International Resource Cities Program through ICMA. The program is fully funded by the USAID Program. In February, a contingent from the city and county made an initial trip to Indonesia to assess the needs of the Indonesian local governments and determine how we can provide assistance. Tigard Finance Director Craig Prosser and City Manager Bill Monahan will update the City Council on the February visit and the program elements scheduled for the coming months.

STAFF RECOMMENDATION

Hear a presentation by Finance Director Craig Prosser and City Manager Bill Monahan.

INFORMATION SUMMARY

The City of Tigard and Washington County were invited by ICMA to participate in the International Resource Cities Program. The program is aimed at providing assistance by United States local governments to local governments in Indonesia and addressing service delivery needs of the Indonesian communities.

On August 28, 2001, the City Council passed a resolution supporting our participation in the program. Council recognized at that time that the ICMA program in Indonesia was initiated in October 2000 when USAID awarded ICMA the contract to develop up to twelve partnerships between Indonesian cities and counties and American cities and counties. In February 2001 the city of Samarinda and the county of Kutai signed agreements indicating their interest in participating in the program. We and Washington County were identified as the suitable team to partner with Indonesian communities last fall. We were delayed in our initial trip until February.

The benefits to a participating city like Tigard are many. The opportunity for our staff to participate and develop their problem-solving skills in an environment outside of Tigard should be rewarding and a benefit to Tigard. Our staff members, who are truly experts in their fields, will be given opportunities to share their knowledge with others in Indonesia who are in need of the resource.

Tigard will also benefit from the program by working with our counterparts from Washington County. Washington County, as well as our neighboring cities within the county, have always worked cooperatively with us on local issues. This has proved to be rewarding and efficient to our citizens. Working together on a project such as the International Resource Cities program will further solidify our working relationship with Washington County staff.

The trip to Indonesia took place from February 7 to 21, 2002. Craig and Bill were accompanied by Washington County Administrator Charlie Cameron and Chal Landgren, OSU Extension Services Forester. After an initial stopover in Singapore, the group spent eleven days in Indonesia. During that time, the group met with ICMA staff, were oriented to the locations, and held numerous meetings with elected officials and staff of the city of Samarinda and the county of Kutai. During the visit with various city departments, the City of Tigard representatives analyzed their issues and developed an action plan.

On February 16, 2002, at a formal signing ceremony in Samarinda, Tigard and Washington County executed a Memorandum of Understanding with the governments of Samarinda and Kutai. Two action plans, one specific to Samarinda and one specific to Kutai, were agreed to. A copy of the Memorandum of Understanding as well as the Action Plan with the city of Samarinda are attached. Please note that of the four action steps identified in the Action Plan for Samarinda, two of those steps, the second (Training and Accounting Practices) and the third (Development of a Catalog of Possible Revenue Sources) will also be performed for Kutai.

Craig Prosser and Bill Monahan will make a presentation to the City Council using a PowerPoint format illustrating the activities they took part in, the sites they saw, and the people met.

At this time, Tigard and Washington County staff are developing the elements of the implementation steps of the Action Plan. It is expected that the contingent from Samarinda and Kutai will visit in either May or June. As Council will recall, this is an 18-24-month program where Tigard, along with the Indonesian local governments, will follow the Action Plan to completion. It is hoped that a continuing working relationship can be developed that goes beyond the Resource Cities program.

OTHER ALTERNATIVES CONSIDERED

None

VISION TASK FORCE GOAL AND ACTION COMMITTEE STRATEGY

N/A

ATTACHMENT LIST

1. Resolution No. 01-53, A resolution supporting partnership in the International City/County Management Association (ICMA) International Resource Cities Program
2. Memorandum of Understanding, signed on February 16, 2002, in Samarinda, Indonesia
3. International Resource Cities Program Action Plan, dated February 16, 2002
4. Exchange Progress Schedule
5. PowerPoint Presentation Slides

FISCAL NOTES

CITY OF TIGARD, OREGON

RESOLUTION NO. 01-53

A RESOLUTION SUPPORTING PARTICIPATION IN THE INTERNATIONAL CITY/COUNTY
MANAGEMENT ASSOCIATION (ICMA) INTERNATIONAL RESOURCE CITIES PROGRAM

WHEREAS, the International/City/County Management Association (ICMA) in cooperation with the United States agency for International Development (USAID) and other international agencies established an international partnerships program called the International Resource Cities Program; and

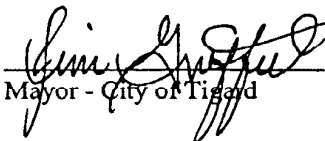
WHEREAS, through the International Resource Cities Program, selected local governments exhibiting a record of exceptional management in the U.S. have been invited to share their local government expertise and successes with communities in developing countries that are making the transition to democracy; to provide technical assistance in improving professional and ethical municipal management; to support participatory and inclusive government; to improve delivery of public services; and to increase access to decent and affordable housing; and

WHEREAS, the City of Tigard, Oregon, partnering with Washington County, Oregon, has been chosen to participate in this extraordinary program to represent the United States by being matched with the City of Samarinda, Indonesia, and the county of Kutai, Indonesia.

NOW, THEREFORE, BE IT RESOLVED by the Tigard City Council that:

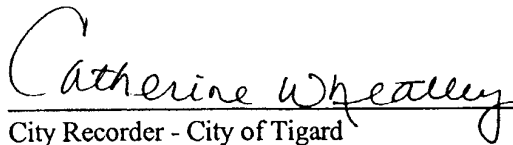
SECTION 1: The City Council supports the City's participation in the International Resource Cities Program, and by so doing endorses the promotion of democratic principles in the City of Samarinda, Indonesia, and the county of Kutai, Indonesia.

PASSED: This 28th day of August 2001.



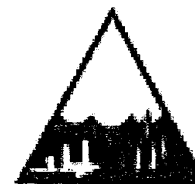
Mayor - City of Tigard

ATTEST:



City Recorder - City of Tigard

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NOTA KESEPAHAMAN

PEMERINTAH KOTA SAMARINDA, INDONESIA
dan
PEMERINTAH KABUPATEN KUTAI KARTANEGARA,
INDONESIA

dengan

PEMERINTAH CITY OF TIGARD, OREGON, USA
dan
WASHINGTON COUNTY, OREGON, USA

TENTANG

KERJASAMA PROGRAM KEMITRAAN KOTA

Pada hari ini SABTU, tanggal ENAMBELAS, bulan FEBRUARI
tahun dua ribu dua bertempat di Kota Samarinda, kami yang
bertanda tangan di bawah ini:

1. **Drs. H. ACHMAD AMINS, MM:** WaliKota Samarinda dalam
hal ini bertindak untuk dan atas
nama Pemerintah Kota
Samarinda.

MEMORANDUM OF UNDERSTANDING

GOVERNMENT OF KOTA SAMARINDA, INDONESIA
and
GOVERNMENT OF KABUPATEN KUTAI
KARTANEGARA, INDONESIA

With

CITY OF TIGARD, OREGON, USA
and
WASHINGTON COUNTY, OREGON, USA

FOR

INTERNATIONAL RESOURCE CITIES PROGRAM

On SATURDAY, the SIXTEENTH day of FEBRUARY 2002 in
Samarinda, we:

1. **Drs. H. ACHMAD AMINS, MM:** Mayor of Samarinda, acting
on behalf the Government of
Kota Samarinda.

2. **WILLIAM MONAHAN** : City Manager, City of Tigard dalam hal ini bertindak untuk dan atas nama Pemerintah City of Tigard, Oregon, USA

3. **Drs. H. SYAUKANI**: Bupati Kutai Kartanegara, dalam hal ini bertindak untuk dan atas nama Pemerintah Kabupaten Kutai Kartanegara

4. **CHARLES D. CAMERON**: County Administrator, Washington County, dalam hal ini bertindak untuk dan atas nama Pemerintah Washington County, Oregon, USA

BERSEPAKAT :

1. Bahwa The International Resource Cities Program (IRCP) yang diselenggarakan oleh the International City/City Management Association (ICMA), adalah atas biaya dari the United States Agency for International Development (USAID).
2. Bahwa tujuan IRCP atau Program Kemitraan Kota adalah untuk membantu pemerintah daerah dalam meningkatkan kemampuan manajemen Kota, meningkatkan kemampuan pelayanan, dan mendorong terciptanya demokrasi dengan melibatkan warga masyarakat.
3. Bahwa Pemerintah Kota Samarinda dan City of Tigard telah sepakat untuk bemitra dalam Program Kemitraan Kota (IRCP) dalam 18 bulan mendatang, terutama dalam hal teknis manajemen Kota untuk bidang Partisipasi Masyarakat, Pendaaur-ulangan Sampah oleh Masyarakat, Pengelolaan Keuangan dan Pengelolaan Pendapatan Daerah.

2. **WILLIAM MONAHAN** : City Manager, acting on behalf of the City of Tigard, Oregon, USA

3. **Drs. H. SYAUKANI**: Bupati of Kutai Kartanegara, acting on behalf the Government of Kabupaten Kutai Kartanegara

4. **CHARLES D. CAMERON**: County Administrator, Washington County, acting on behalf the Government of Washington County, Oregon, USA

AGREED :

1. The International Resource Cities Program (IRCP) is sponsored by the International City/City Management Association (ICMA), with funding provided by the United States Agency for International Development (USAID).
2. The goals for the IRCP are to assist local governments in strengthening municipal management, improving public service delivery, and encouraging democratic participation by their citizens.
3. Whereas, Kota Samarinda, Indonesia and the City of Tigard, Oregon, USA, have agreed to serve as Resource Cities to each other over the next 18 months, specifically in the technical municipal management areas of Citizen Participation, Community Recycling, Financial Management, and Revenue Management.

4. Bahwa Pemerintah Kota Samarinda dan City of Tigard telah mengembangkan suatu Rencana Kerja untuk bidang-bidang manajemen Kota untuk diterapkan melalui upaya kerjasama diantara dua Kota.
5. Bahwa Pemerintah Kota Samarinda dan City of Tigard sebagai mitra Kota juga telah memasukkan dan mengembangkan keterkaitan secara luas dari warga dan anggota masyarakat melalui kemitraan, termasuk lembaga pendidikan, lembaga swadaya masyarakat, dan sektor-sektor publik atau swasta lainnya.
6. Bahwa selanjutnya, Pemerintah Kota Samarinda dan City of Tigard telah sepakat untuk melaksanakan program kemitraan Kota melalui IRCP dalam masa 18 bulan tersebut atas dukungan USAID/ICMA, untuk membangun hubungan yang berkelanjutan antar keduanya.
7. Bahwa selanjutnya, Pemerintah Kota Samarinda dan City of Tigard telah sepakat untuk bekerja sama dengan Pemerintah Kabupaten Kutai dan Washington County dalam upaya-upaya mereka untuk meningkatkan pelayanan dan pengelolaannya di wilayah ini.

Demikian kesepahaman ini dibuat dan ditandatangani di Samarinda pada hari dan tanggal tersebut di atas dalam rangkap 4 (empat), dua diantaranya bermeterai cukup oleh karenanya sah dan masing-masing mempunyai kekuatan hukum yang sama.

4. Whereas, Kota Samarinda, Indonesia and the City of Tigard, Oregon, USA, have resolved to develop a technical Action Plan for specific municipal management projects to be implemented through the cooperative effort between the cities
5. Whereas, Kota Samarinda, Indonesia and the City of Tigard, Oregon, USA, as Resource Cities have resolved to include and encourage links between a wide spectrum of citizens and community members through this partnership, including educational institutions, non-governmental organizations (NGOs), and other public and private sectors of the community.
6. Whereas, Kota Samarinda, Kabupaten Kutai, Indonesia and the City of Tigard, and Washington County, Oregon, USA, have committed to continuing their Resource Cities partnership beyond the initial 18 month period of USAID/ICMA support, to form a sustainable link between their communities
7. Whereas, Kota Samarinda, Indonesia and the City of Tigard, Oregon, USA, agree to cooperate with Kabupaten Kutai Kartanegara, Indonesia and Washington County, Oregon, USA in their efforts to improve service delivery and management in the region.

Whereas, this Memorandum of Understanding is agreed to and signed in Samarinda on aforementioned the day and date, in 4 (four) copies with 2 (two) copies sealed and all valid and have the same legal acknowledgments.

PEMERINTAH KOTA SAMARINDA
Walikota,

Drs. H. ACHMAD AMINS, MM

PEMERINTAH KABUPATEN KUTAI
Bupati,

Drs. H. SYAUKANI HR, MM

BIGG - ICMA
Partnership Manager,

KEMAL TARUC

CITY OF TIGARD
City Manager,

WILLIAM MONAHAN

WASHINGTON COUNTY
County Administrator,

CHARLES D. CAMERON

USAID
Office of Decentralized Local Government
Deputy Director

JESSICA R. McKENNA

International Resource Cities Program

Action Plan
February 16, 2002

For technical cooperation between:

Kota Samarinda, Indonesia,
and
Kabupaten Kutai, Indonesia
and
City of Tigard, Oregon, USA
and
Washington County, Oregon, USA

INTRODUCTION

In February 2002, Kota Samarinda, and Kabupaten Kutai, Indonesia, and City of Tigard and Washington County, Oregon, USA, signed a memorandum of understanding for a program of technical cooperation under the auspices of the International Resource Cities Program (IRCP). The IRCP is funded by the U.S. Agency for International Development (USAID) and is implemented by ICMA. This partnership is intended first and foremost to assist the governments of Kota Samarinda and Kabupaten Kutai address some of the critical service delivery needs of its citizens.

The following action plan spells out the objectives of the partnership, and will serve as the framework for the relationship between the communities. It also identifies how Kota Samarinda intends to target the financial assistance from USAID. The partners plan to achieve these goals over the 18- month period that USAID will provide financial support for the project. However, the partners intend to continue working together beyond the end of this assistance.

MAIN OBJECTIVES

The main objectives that the two partner cities and the counties will focus their efforts for Kota Samarinda and Kabupaten Kutai to improve human resources of the city, improve city procedures, and address environmental concerns are:

1. Develop an improved citizen participation process based on communication between the citizen and city staff using more effective means
2. Create a solid waste recycling program and initiate education of the community on the benefits and practices of recycling.
3. Design and carry out a training program in double entry accounting using the finance staff of Kota Samarinda and Kabupaten Kutai as the staff trainers locally
4. Prepare a matrix of potential revenue generating programs for Kota Samarinda along with Kabupaten Kutai
5. Take initial steps to “open doors” for Kota Samarinda to seek Tigard area opportunities for learning and coordination in:
 - a. intermodal transportation,
 - b. planning staff professional development,
 - c. application of performance budgeting,
 - d. opening trade opportunities in Oregon for Samarinda based businesses, focusing on traditional East Kalimantan products.

The following section describes in more detail the actions that the partners intend to undertake to address these issues.

CURRENT SITUATION/BASELINE DATA
--

- Citizen participation is not developed to a point that the level of knowledge of city government allow the city to pass fee increases for needed capital investment.
- City staff are professional and committed; however, skill development would make them more effective in their job performance, particularly in the area of communication with the public and dispute resolution and facilitation.
- Solid waste management lacks a commitment to recycling, resulting in damage to the environment and increased collection and landfill costs.
- The city financial system lacks the application of double entry accounting.
- City fees require updating and greater connection to the cost of delivering services now and in the future.
- Samarinda has several special needs such as education on the way to apply intermodal transportation, performance budgeting, and opening trade opportunities in the United States for East Kalimantan traditional products.
- Existing revenues are derived almost entirely from the Indonesia National Government. Even though most of those revenues are paid by companies doing business in East Kalimantan, the Indonesian National Government collects those revenues and distributes them back to East Kalimantan local governments. Distributions are usually late and local governments have no way of knowing whether they have received all the revenues they are due.
- Samarinda has few local revenues. City services rarely recover full costs. Many Samarinda citizens have limited ability to pay higher fees and taxes.

- Double-entry accounting system has not been officially used in Indonesian government's finance offices at all levels, both national and local. The national government is currently preparing a new national accounting system for government offices and public finance practice. The proposed system will be using double-entry accounting principles and will be implemented soon in the near future.

ACTION STEPS

Develop an improved citizen participation process based on communication between the citizen and city staff using more effective means.

1. Educate all city staff on the present city vision and how to involve the citizen in the evaluation and update of the vision.

Indicator: All staff are briefed and understand the vision and how it will be evaluated and updated.

Indicator: Staff from all city departments assist in the vision evaluation process and drafting of vision accomplishments.

Indicator: The vision document includes an enhanced public involvement process.

Timeframe: September 2002 for all city staff to receive education on the vision.
September 2002, incorporation of a vision update and reporting process into the city vision.

Responsible party: Samarinda and Tigard.

Intermediate steps:

- Evaluate the vision and the process used to develop it.
- Evaluate opportunities to give the public a say in the updates and evaluation of the vision.
- Create a citizen involvement process for the vision update and identify key community leaders to be contacted and involved in the process.

2. Train key management staff in all city departments in effective dispute resolution and communication techniques.

Indicator: Key management staff from all city departments are trained in effective dispute resolution and communication techniques.

Indicator: Trained staff are capable of training other city staff so that by March 2003 all technical and professional staff are trained.

Timeframe: March 2003.
Responsible party: Samarinda and Tigard.
Intermediate steps:

- Identify key staff who can be trained to be trainers in the areas of dispute resolution and communication.
- Create training materials for use in the process.
- Identify the first group of city technical and professional staff members to be trained by city staff trainers.

3. Using the vision as a starting point, initiate a program where city employees meet with the public and facilitate communication on the vision and how it will be evaluated and updated.

Indicator: The process for evaluating and updating the vision is made known to the public.
Indicator: A series of community meeting involving citizens and trained city staff to discuss the vision are held.
Indicator: A list of key citizen contacts representing all city geographic, religious, business interests, and organization is compiled and made available to city departments.

Timeframe: May 2003.
Responsible party: Samarinda.
Intermediate steps:

- Schedule, advertise for and carrying out a series of meetings to educate the public on how it can be involved in city affairs.
- Encourage city staff members to apply facilitation and communication techniques in all day to day interactions with the public.
- Reward employees who demonstrate outstanding customer service and contacts.

4. Develop and adopt a citizen involvement process for all city departments which calls for obtaining input on projects and plans, reporting issues, plans, and successes and reports back to the public at least annually through the budget process on department performance.

Indicator: A citizen involvement coordinator is designated and allocated sufficient authority to compel department cooperation in carrying out the city's citizen involvement plan.
Indicator: Each department has an adopted citizen involvement plan which is approved by the citizen involvement coordinator.

Indicator: The city budget for 2004 includes measurable and useful performance measures for each program budget.

Timeframe: The established time for the Walikota to submit his budget in draft form for review for the period which includes January 2004

Responsible party: Samarinda and Tigard.

Intermediate steps:

- Develop citizen involvement plans by departments following a format created by the designated citizen involvement coordinator.
- Adopt policies which authorize the citizen involvement coordinator to carry out the responsibilities of the position.
- Train appropriate staff in performance based budgeting.

Develop an in-house training program to improve Samarinda accounting practices with emphasis on double-entry accounting.

- **Train Samarinda accounting staff in best accounting practices with a focus on double-entry accounting.**

Indicator: A Samarinda staff person receives two-week on-the-job training in Tigard.

Indicator: Samarinda staff develops in-house training program.

Indicator: Samarinda staff presents in-house training to other Samarinda accounting staff with assistance from Tigard staff.

Timeframe: This training will occur no earlier than September 1, 2002.

Responsible party: Samarinda and Tigard.

Intermediate steps:

- Samarinda staff visit to Tigard must occur no earlier than May 2002 and must be completed no later than June 30, 2002.
- Samarinda will provide English language training to its assigned staff between February 17, 2002 and May 1, 2002 to increase language skill to the level that the staff can communicate with Tigard accounting staff without the assistance of an interpreter.
- Samarinda will provide academic training to staff who will be coming to Tigard on double-entry accounting. The Samarinda based training will take place between February 17 and May 1, 2002.
- Samarinda will provide a written explanation of their current accounting system and samples of recent financial reports to Tigard. ICMA will translate these materials into English.
- Samarinda will provide the resume' (explanation of education, training, and work experience) of the staff to come to Tigard by

March 15, 2002. Within five business days Tigard will inform Samarinda whether the staff is acceptable.

Develop a catalog of all possible revenue sources that may be available for use in Samarinda. Provide training and discussion to assist Samarinda staff in selecting an option or options that would work best in Samarinda. Assist Samarinda staff in developing a workplan for the adoption of the chosen option or options.

<i>Indicator:</i>	A catalog of potential revenue sources including descriptive information.
<i>Indicator:</i>	A short list (10 to 15 items) of potential revenue sources of interest to Samarinda.
<i>Indicator:</i>	Workplans or strategies for the adoption of Samarinda's short-listed potential revenue sources.
<i>Timeframe:</i>	<ul style="list-style-type: none">• The draft revenue catalog will be completed by May 31, 2002.• Samarinda initial review and comment on the catalog should be completed by July 15, 2002.• The meeting of the Washington County Finance Officers Group will occur between July 1 and September 30, 2002 (depending on members' schedule).
<i>Responsible party:</i>	Samarinda, Tigard City and Washington County.
<i>Intermediate steps:</i>	<ul style="list-style-type: none">• Tigard will work with Washington County to develop a catalog of possible revenue sources, including a brief description of the source, potential of likely collection methods, estimates of potential revenue generated based on identified assumptions regarding rates and revenue bases or activity• Samarinda staff will review the revenue catalog to offer comments and suggestions and to identify a short list (10 to 15) of sources with potential in Samarinda.• Tigard and Washington County will request members of the Washington County Finance Officers Group to attend a meeting with Samarinda and Kutai in Washington County to discuss the revenue listed in the catalog, pros and cons of likely sources (including those identified by Samarinda), and potential adoption strategies. (Governments participating in the Washington County Finance Officers Group are not parties to this MOU and may choose not to attend this meeting).

Create a solid waste recycling program and initiate education of the community on the benefits and practices of recycling.

1. Design a recycling program aimed at household customers of the Sanitation Department as well as businesses and non-profits.

Indicator: Recycling program elements are developed and packaged for distribution.

Indicator: Key Sanitation Department staff visit Oregon and are oriented to the Oregon process, particularly the benefits, practice, and education of the recycling public.

Indicator: Education materials are prepared for elementary, middle schools, high school children and adults.

Indicator: Recycling education is made part of the curriculum of all public and religion-based schools by January 2003.

Indicator: Recycling techniques are provided through training to all city employees and recycling at city facilities is implemented by January 2003.

Indicator: City staff educate the business and non-profit communities in the recycling program process, expectations, and desired results.

Timeframe: January 2003.

Responsible party: Samarinda, Tigard City and Washington County.

Intermediate steps:

- Key staff are identified as the recycling coordinator and department recycling lead person.
- Materials on recycling in Oregon are collected and customized to use in Samarinda.
- All city sanitation department staff are educated on the merits and techniques of recycling.
- Public education on recycling techniques, consumer responsibilities, as well as the city effort and desired results are advertised.
- City buildings are made into recycling information centers with proper techniques both developed and applied at all facilities.
- Household composting techniques and benefits will be advertised with public education materials prepared and distributed. Composting demonstrations will be undertaken at each site of a public building which is used as a city office. The Oregon State University Master Recycler Program will provide background information in technical advise which will be translated by city of Samarinda into locally useful materials.

- Recycling collection bins are evaluated and the appropriate units chosen. A supplier of recycling bins is identified and an order placed.

2. Initiate the recycling program city wide.

<i>Indicator:</i>	All city households are supplied with education materials and recycling bins.
<i>Indicator:</i>	All schools and government offices recycle and submit information which can be used to prepare status reports.
<i>Indicator:</i>	All city businesses are given appropriate recycling information and collection bins.
<i>Indicator:</i>	Sanitation Department staff begin implementation of the recycling program.
<i>Indicator:</i>	City policies and regulations are updated to reflect the recycling program and the penalty for tempering with, destroying, or stealing recycling bins.
<i>Timeframe:</i>	June 2003.
<i>Responsible party:</i>	Samarinda, Tigard City and Washington County.
<i>Intermediate steps:</i>	<ul style="list-style-type: none"> • Education materials are prepared which are easy to understand and are customized for Samarinda. • Recycling reporting formats are developed and distributed. • Initial reports on the success of recycling are generated and published. • City rules are compared to those of model jurisdiction to designate modifications needed to carry out the intent of the program.

The foregoing are the four program tasks to be undertaken by the cities of Samarinda and Tigard along with Washington County and Kabupaten Kutai. The following activities are outside of the partnership program, provided at the expense of the city of Samarinda or ICMA.

Take initial steps to “open doors” for Samarinda to seek Tigard area opportunities in:

- **Intermodal transportation**
- **Planning staff professional development**
- **Application of performance budgeting**
- **Opening trade opportunities in Oregon for Samarinda based businesses, focusing on traditional East Kalimantan products**

<i>Indicator:</i>	Samarinda staff are introduced to Metro and Tri-Met staff in Portland, Oregon, to discuss the potential for intermodal transportation in Samarinda.
<i>Indicator:</i>	Samarinda planning staff are introduced to representatives of the Portland State University graduate program at the Hatfield School of Urban Studies to explore professional development and training opportunities for city staff.
<i>Indicator:</i>	Samarinda is provided training in Performance Budgeting as performed by Tigard.
<i>Indicator:</i>	City of Tigard makes contacts with Oregon companies and Tigard Area Chamber of Commerce to introduce the idea of Oregon businesses importing Samarinda based products, focusing on traditional East Kalimantan products.
<i>Timeframe:</i>	December 2003.
<i>Responsible party:</i>	Samarinda and Tigard.
<i>Intermediate steps:</i>	<ul style="list-style-type: none"> • Samarinda prepares a position paper on each of the elements, with the exception of performance budgeting. The position papers are provided to Tigard by July 1, 2002. • Tigard identifies appropriate contacts at Metro, Tri-Met, PSU, local business and Chambers of Commerce. • Tigard makes contact with appropriate individuals, discuss issues and opportunities, and reports the success to Samarinda. • Samarinda staff are trained by ICMA on Performance Budgeting. ICMA provides Samarinda with Indonesian language, Tigard based performance budgeting training. • Samarinda sends appropriate qualified staff to Tigard for training between September 1 and November 30, 2002. Tigard assists Samarinda to present one training program in Samarinda to city staff.

Attachment 4

EXCHANGE PROGRAM TO SAMARINDA – KUTAI TIGARD CITY and WASHINGTON COUNTY, OREGON February 9 – 20, 2002

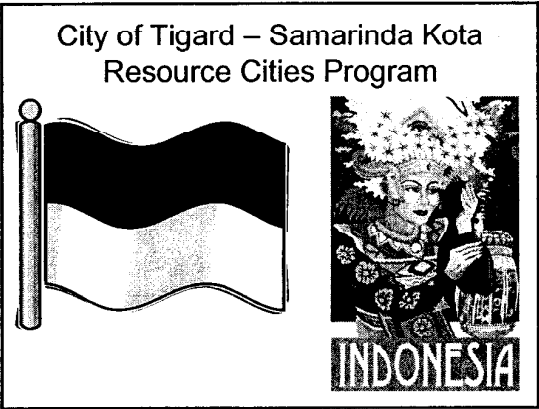
DATE	DELEGATION	TIME	ACTIVITY	LOCATION
Saturday, Febr. 9	All Tigard & Wash. Co. delegation	10.15	Arrive from Singapore	Balikpapan
		10.30-12.30	Trip from Balikpapan airport to Samarinda	Balikpapan- Samarinda
		12.30	Check in to Mesra Hotel (a place to stay during the whole program).	Samarinda. Mesra Hotel.
		17.00-19.00	Dinner and program briefing by ICMA team on local culture, people, customs, etc.	
Sunday, Febr. 10	All Tigard & Wash. Co. delegation and Samarinda Officials	09.00-15.00	Samarinda-Kutai reconnaissance tour (by car).	Samarinda- Kutai
	All Tigard & Wash. Co. delegation, Walikota Samarinda & key staff, and key city council (DPRD) members.	19.00-21.00	Welcoming dinner by Walikota of Samarinda	Mesra Hotel
Monday, Febr. 11	All Tigard & Wash. Co. delegation, and Walikota of Samarinda	09.00-11.00	Introduction to all city staff. Presentation about • Partnership program • Tigard City • Samarinda City	Mesra Hotel
	All delegation, Tigard & Wash. Co. and Bupati Kutai	12.00-13.30 13.30-15.30	Welcoming lunch by Bupati and introduction to all city staff. Presentation about: • Partnership program • Washington County • Kabupaten Kutai	Kutai Hall

Tuesday, Febr. 12	Tigard delegation	09.00-10.30	Visit DPRD (City Council) Samarinda	DPRD Hall, Samarinda
	Tigard delegation	11.00-13.00	Visit Planning Office (Bappeda) and have lunch there.	Bappeda Office, Samarinda
	Tigard delegation	14.00-15.00 15.00-16.00	Visit Finance Office Visit Revenue Office	Samarinda City Hall
Tuesday, Febr. 12	Wash. Co. delegation	09.00-12.00	Forestry, Plantation, and Agriculture Department (lunch provided)	Bappeda Office Kutai
	Wash. Co. delegation	13.00-16.00	Visit Planning Office (Bappeda) including meeting with Finance and Revenue offices.	Bappeda Office Kutai
Wednesday, Febr. 13	Tigard delegation	09.00-12.00 13.00-16.00	Visit Transportation Department to talk about cargo terminal development plan Visit Road Department.	Samarinda
Wednesday, Febr. 13	Wash. Co. delegation	09.00-16.00	Visit Museum, Market, Terminal, and Water Company and Treatment Plant, Hospital, and Kumala Island	Kutai
Thursday, Febr. 14	Tigard delegation	09.00-12.00 13.00-16.00 18.30-20.00	Visit Sanitation Department Visit Water Company and Treatment Plant Working Plan MoU draft writing.	Samarinda Mesra Hotel
Thursday, Febr. 14	Wash. Co. delegation.	09.00-13.00 13.00-16.00 18.30-20.00	Visit DPRD (County Council) Kutai Visit Local Village Working Plan MoU draft writing.	Kutai Mesra Hotel
Friday, Febr. 15	Tigard delegation	09.00-11.00 14.00-16.00 16.00-19.00	Visit Citra Niaga Commercial Center Visit Trade Department Working Plan MoU final draft writing.	Samarinda
Friday, Febr. 15	Wash. Co. delegation.	07.00-16.00	Visit coal mining site, Mahakam Pesut	To Kota Bangun,

		18.30-20.30	(freshwater dolphin) habitat, fishing villages. Working Plan MoU draft writing	Semayang Lake. Mesra Hotel
Saturday, Febr. 16	All Tigard and Wash Co. delegation	12.00-15.00	Review and Internal Meeting among the delegation. Finalizing Working Plan MoU draft.	Mesra Hotel
		19.00-21.00	Dinner and MoU signing of both Tigard - Samarinda and Wash.Co.-Kutai.	Bumi Senyur Hotel
Sunday, Febr. 17	All Tigard & Wash. Co. delegation, key officials, local NGOs.	07.00-16.00	Mahakam cruising. Informal chat during cruising on river/water management and cross-border coordination.	Samarinda-Kutai
Monday, Febr. 18	All Tigard & Wash. Co. delegation, key officials, local NGO, local university, water company, chamber of commerce. USAID staff would also like to attend.	09.00-16.00	Workshop and case presentation by US delegation on Tigard-Wash.Co.'s special issues. Topic chosen is " <i>Water District and Water Company Management: the Experience of Wash.Co. and Tigard.</i> " Discussion on possibilities to implement cross-border, joint-administration and coordination policy between Samarinda and Kutai,	Samarinda, Mesra Hotel Convention Room
		19.30-finish	Farewell cocktail party	Mesra Hotel
Tuesday, Febr. 19	All Tigard & Wash. Co. delegation.	08.00-13.00	Visit Bukit Bengkirai forest park.	Samboja
		14.00-15.00	To Balikpapan, check-in at Dusit Hotel. Free-time.	Balikpapan
Wednesday, Febr. 20	All Tigard & Wash. Co. delegation.	08.00-10.00 11.00	Airport check-in. Depart to Singapore	Balikpapan

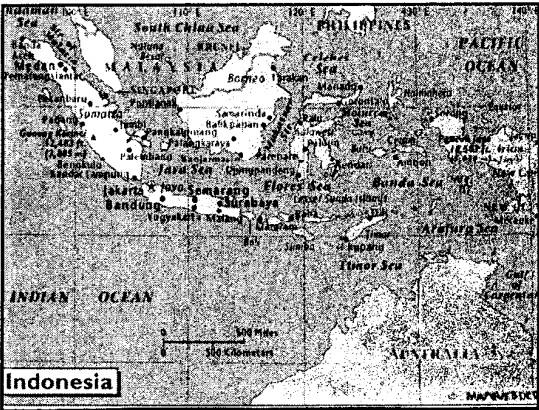
Notes:

During the exchange program all delegation stay at Mesra Hotel, Samarinda.
Trip from Hotel to Kutai (back and forth) will be provided by ICMA, with the help of Samarinda.



Tigard and Washington County
partnered with the City of Samarinda
and Kutai County, Indonesia.

The Resource Cities Program is funded
by USAID and administered by ICMA.



Samarinda has over 500,000 people.

It is the capital city of East Kalimantan Province on the former island of Borneo.

On February 7, 2002, our four-person group of Charlie Cameron, Chal Landgren, Craig Prosser and Bill Monahan left Portland heading to Samarinda.

On February 9 we reached Samarinda and met our hosts: staff of ICMA, the city and the county.



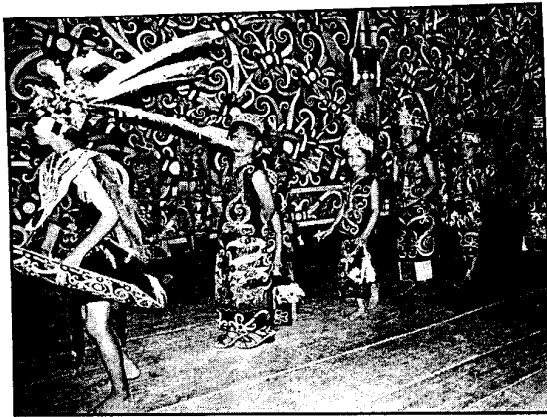




On February 10 we toured the city and county to become oriented to the area and the people.

We were treated to performances by local dance troupes displaying local culture.







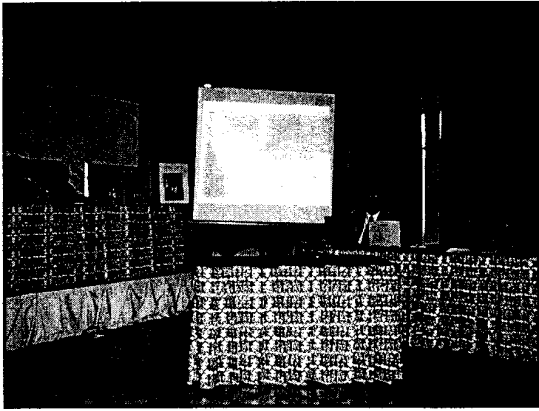
On February 10 we were introduced to the Mayor, or "*Walikota*," of Samarinda and his department heads.

We also wore our "*batik*" shirts that featured East Kalimantan patterns.

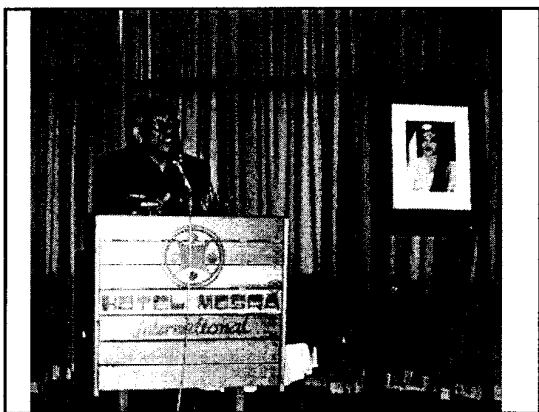


On Monday, February 11, we began a week of meetings with city officials and departments. We also met with county personnel.

After Monday, Tigard concentrated on Samarinda while Washington County focused on Kutai.





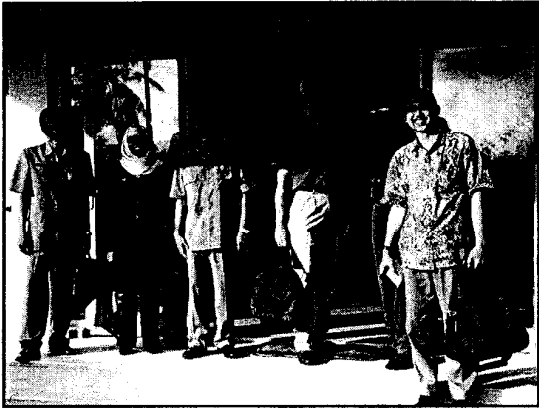


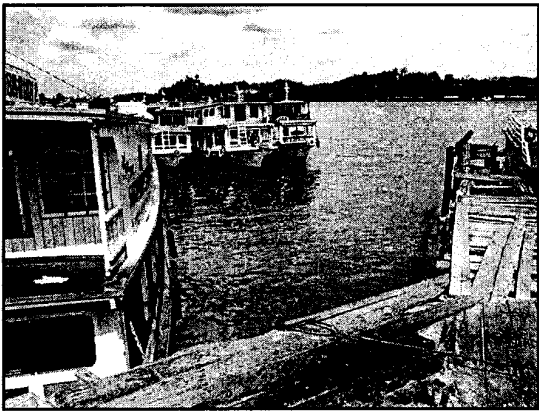




Tuesday through Saturday featured stops at city departments for meetings and presentations.

Visits to the port, landfill, water treatment facility, city operated outdoor shopping center, and transportation facilities were included.





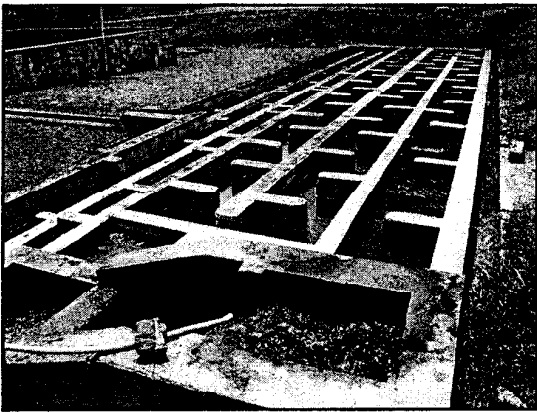


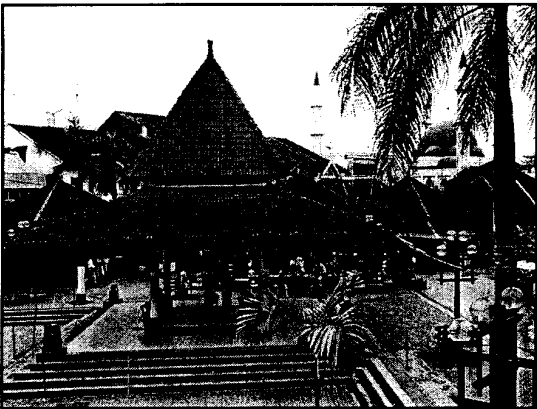


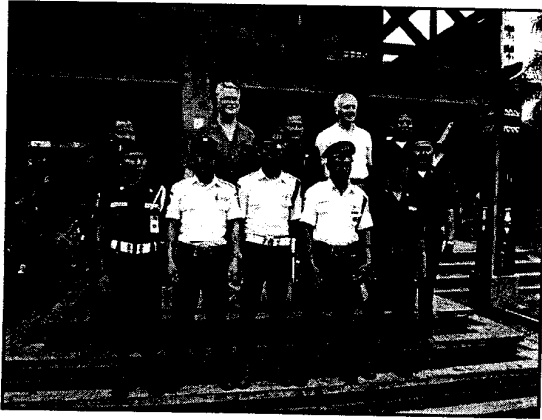




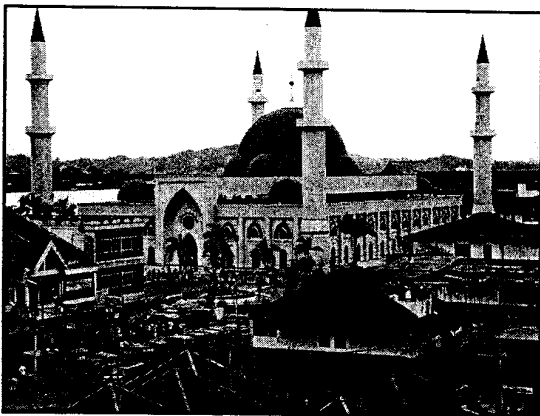












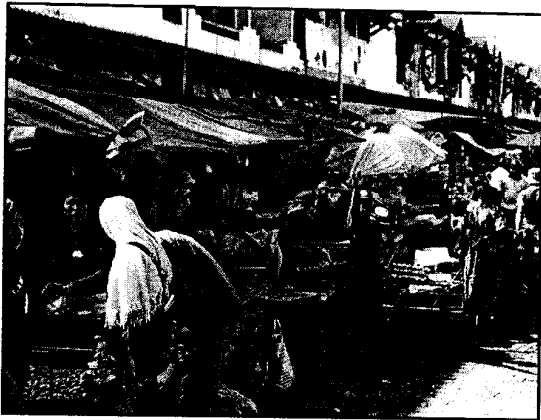


The Indonesian people were wonderful hosts.

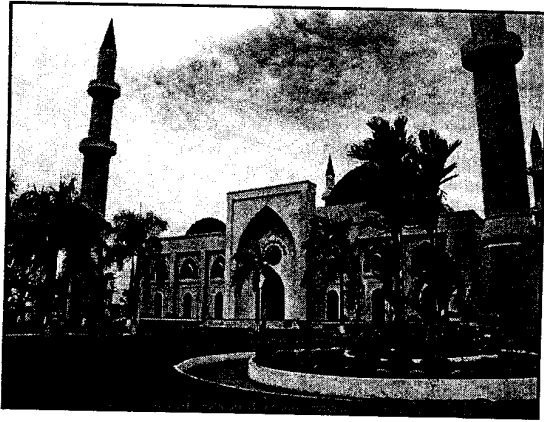
We made many friends and shared many experiences.

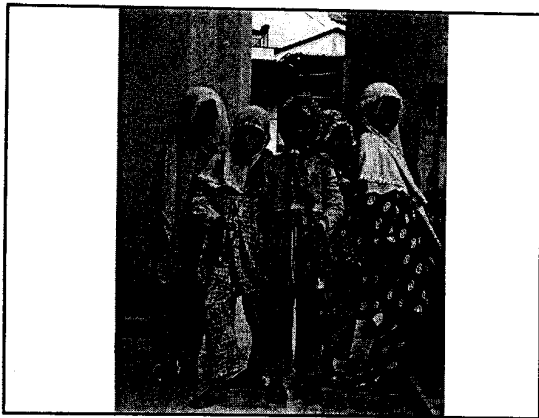










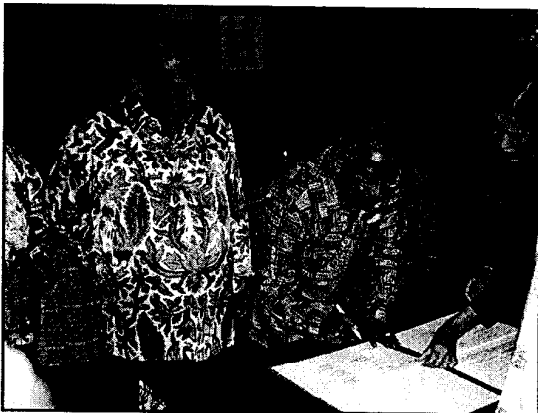




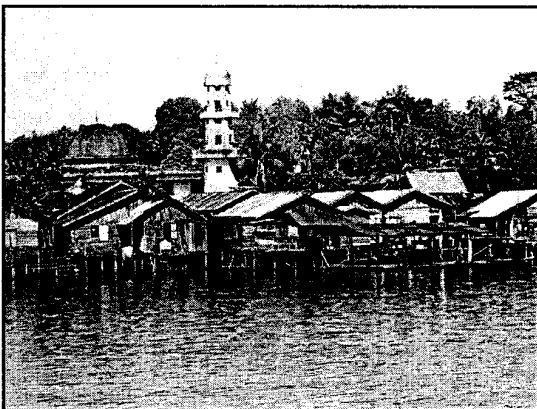
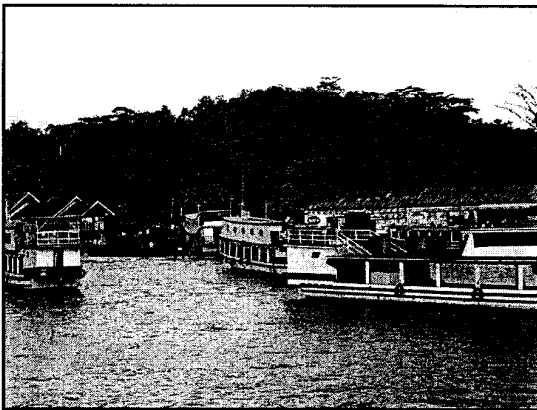
After assessing the needs of the city, Tigard agreed to provide assistance to Samarinda to:

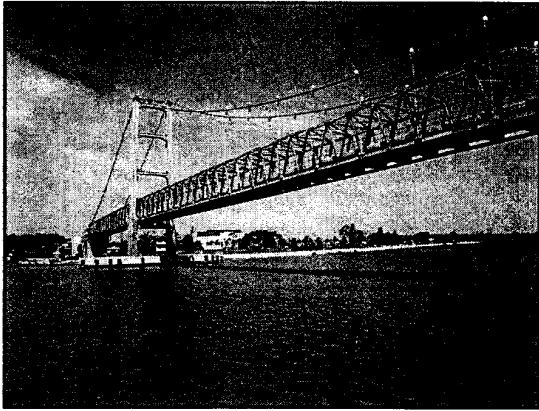
- Train in citizen participation techniques
- Train staff in double-entry accounting
- Develop and catalog revenue sources
- Create a solid waste recycling program

A Memorandum of Understanding was signed to carry out the program over 18 months.



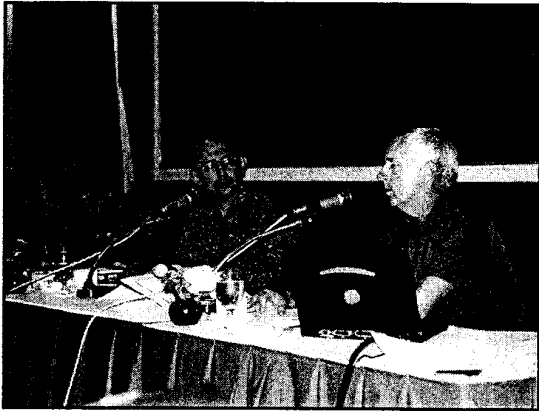
On Sunday, February 17, our hosts took us for a cruise up the Mahakan River to view the area.







On Monday, February 18, we, along with Samarinda and Kutai, gave presentations on water issues.



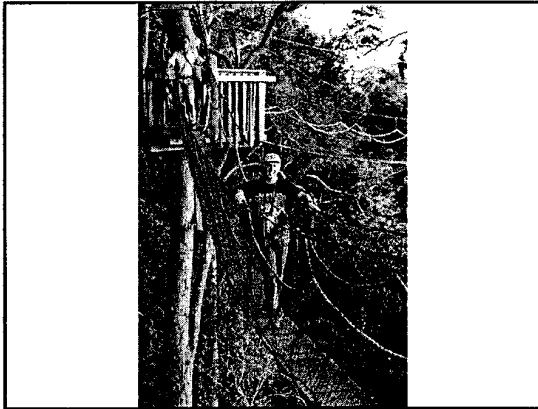
That night we were hosted at a closing event.



On the way from Samarinda to Balikpapan, site of the local airport, we visited a rain forest where our hosts took us through the forest to a canopy walk.







In June 2002 Tigard and Washington County will host ten visitors who will be here for a week of training.

Tigard will likely send a contingent to Samarinda in the fall.

The program will run until the fall of 2003.

AGENDA ITEM # _____
FOR AGENDA OF April 9, 2002

CITY OF TIGARD, OREGON
COUNCIL AGENDA ITEM SUMMARY

ISSUE/AGENDA TITLE Vision Action Network Funding Request

PREPARED BY: William A. Monahan DEPT HEAD OK _____ CITY MGR OK _____

ISSUE BEFORE THE COUNCIL

Shall the City provide funding in the amount of \$2,000 to the Vision Action Network to support the first-year funding of a start-up, community-based nonprofit (501(c)(3)) organization?

STAFF RECOMMENDATION

Staff recommends that the City Council approve the expenditure of \$2,000 from the General Fund as the City's contribution to start up the Vision Action Network.

INFORMATION SUMMARY

Over the past two years, Washington County undertook the VisionWest program aimed at ensuring that the valued aspects of local communities may be sustained and enhanced. The result is work completed by eight Issue Teams and now the formation of the Vision Action Network. At the initiation of the VisionWest process, Washington County projected one result would be creation of a nonprofit entity for the purpose of continuing the forum for institutions and organizations to expand their relationships and collaborations for the benefit of County residents.

Earlier this year the Vision Action Network, initiated by Washington County, made application for \$2,000 of funding through our social services funding request process. In review of social services requests, the Budget Committee Social Services Subcommittee concluded that because the Vision Action Network has not provided social services in the past, funding of the request was not appropriate. Instead, the Subcommittee recommended that the request be forwarded to the City Council for action.

Attached is a description of the contribution request prepared by Don Bohn of Washington County. Included in the overview is a statement that the \$2,000 contribution requested from Tigard would be added to nearly \$100,000 already secured by the Network, for a total of \$150,000 in funding. Once the Network obtains full funding, it will hire 1.92 FTE of paid staff, secure office space, and cover other expenses.

Representatives of the Vision Action Network will be present at the Council meeting to discuss the proposal.

OTHER ALTERNATIVES CONSIDERED

Do not fund the request of Vision Action Network.

VISION TASK FORCE GOAL AND ACTION COMMITTEE STRATEGY

Communication – No. 1: Citizen involvement opportunities will be maximized by providing educational programs on process, assuring accessibility to information in a variety of formats, providing opportunities on community issues and establishing and maintaining a program of effective two-way communication.

The Vision Network expands the opportunity of our citizens to participate in community issues on a countywide basis.

ATTACHMENT LIST

1. FY 2002-03 Social Service Funding Request filed by Vision Action Network.
2. Contribution Request from the Vision Action Network dated March 2002

FISCAL NOTES

Should the City Council approve contribution request, \$2,000 would be appropriated from the General Fund.

Vision Action Network

Board of Directors:

Bill Christopher (President)
Executive Dean
PCC Rock Creek Campus

Conrad Pearson (Treasurer)
Owner
Pearson Financial Services

Charlie Cameron (Secretary)
Administrator
Washington County

Tom Brian
Chairman
Board of Commissioners --
Washington County

Janice Burger
Associate Administrator
St. Vincent Medical Center

Steve Clark
President & Publisher
Community Newspapers

Faith Gablenick
President
Pacific University

Todd Herberg
Superintendent
Northwest Regional Education
Service District

Roy Kim
General Manager/Owner
Central Bethany Development

Mary Monnat
President
Tualatin Valley Centers

Gil Munoz
Executive Director
Virginia Garcia Memorial Health
Center

Jerralynn Ness
Executive Director
Community Action Organization

Father Jose Ortega
Pastor
St. Matthew Catholic Church

Vergie Ries
City Manager
City of Forest Grove

Mike Salsgiver
Public Affairs Manager
Intel

Rick Van Beveren
Owner
Reedville Café

February 5, 2002

Craig Prosser
Finance Director
City of Tigard
13125 SW Hall BLVD.
Tigard, OR 97223

Dear Mr. Prosser:

On behalf of the *Vision Action Network*, I am submitting an application requesting a \$2,000 contribution from the City's Social Service Funding Request Program.

Please let me know if I can provide further information or clarification of our request.

Thank you for the opportunity.

Sincerely,



Charles D. Cameron
Secretary



Imagine tomorrow together...

PO Box 2342, Hillsboro, OR 97123 • www.vision-west.org

CITY OF TIGARD, OREGON
13125 SW HALL BLVD.
TIGARD, OREGON 97223
503-639-4171

**FY 2002-03
SOCIAL SERVICE FUNDING REQUEST**

Agency Name: VISION ACTION NETWORK

Address: PO Box 2342

City, State, Zip: Hillsboro, OR 97123

Contact Name: Charles Cameron, Secretary

Telephone Number: (503) 846-8685

1. **Request** (express in whole dollar amounts only)

Cash	\$2,000
In-Kind Services (use of City property, City staff support, etc. Please explain the services requested on a separate sheet)	\$0
Total Request	\$2,000

2. **Describe the Agency's mission:**

The Vision Action Network promotes and supports community-based problem solving through relationship building, dialogue, and planning and implementation efforts that coordinate and optimize public, private and individual actions and resources. The Vision Action Network relies on the commitment of key leaders of all sectors of the community; faith, business, education, government, nonprofit and citizens-to plan and mobilize around an action-oriented agenda.

The Vision Action Network has completed eight issue papers (with the participation of nearly 400 citizen volunteers) to guide our collaborative work over the next several years. The issue papers provide a road map for community action in the following areas: affordable housing, environment, basic needs, aging and disability, education, behavioral health care, primary health care and children & families. Please refer to vision-west.org for more information.

We recognize the already unique nature of Washington County, and the many communities within, that are models for cooperation and

collaboration. These inform and inspire our efforts and are complimentary to our broader vision.

Washington County (population 455,800) shares many of the struggles of other fast-growing communities in the United States. There are the obvious ones-traffic congestion, school crowding, loss of open space, and the shortage of affordable housing. Concerns about job retention and the viability of local businesses have recently been added to this list. Another group of less visible but equally important issues includes mental illness, homelessness, hunger, lack of living alternatives for seniors and disabled and access to affordable health care-to mention a few.

These issues have two things in common: not one of them is being adequately addressed in our communities today, and no single institution has the wherewithal to remedy any one of these challenges. There is a growing consensus that, while we have a history of working together, much more can be accomplished through broader, focused and sustained collaboration. We need to forge a common agenda with the active input and involvement of leaders from all sectors of the community. Not unlike a small self-contained community, Washington County needs a table for leaders to sit, discuss, strategize and mobilize around community priorities. This will necessarily require out-of-the-box partnerships and the willingness for all involved to view their mission and purpose in a broad and informed community context.

As a start-up organization (held our first organizing meeting in August 2001), the Vision Action Network is in the process of hiring a full-time Executive Director and beginning work with the Board of Directors and key stakeholders to move the work of the issue teams to short-term action plans.

3. What group of citizens in Tigard does your organization target?

The Vision Action Network does not target a group of citizens as much as issues. Although our agenda will be dictated by community concern, it appears many fall in the broad categories of social services (i.e. basic needs, affordable housing, health care, etc.) and community livability (environment, transportation, etc.).

The Board of Directors and stakeholders has not yet determined the short-term strategic goals/issues for the next year, but may focus on the type of issue detailed below:

Affordable Housing: work with community-wide stakeholders to develop and fund an Affordable Housing Trust Fund to increase capital available for low-income housing throughout Washington County; and assess other factors limiting the development of affordable units.

Adult Mental Health: create an urgent walk-in service, staffed twenty-four hours a day, seven days a week which can provide crisis counseling

and medication to divert mental health consumers from hospital emergency departments and inpatient services.

Primary Health Care: develop grant applications to expand low-income health care options to the east and south/east part of the County.

Basic Needs: work with the faith community and social service agencies to assess coordination opportunities to optimize and expand basic needs services and programs.

The Vision Action Network is not a direct service provider, but rather a gathering place, network, support group, incubator, information sharer, community organizer and broker.

- 4a. **What types of services will be provided in the funding request year?**
The Vision Action Network will facilitate broad problem-solving and implementation support with the input of faith, government, business, education, nonprofit and civic leaders to benefit residents of Washington County.
- 4b. **How many Tigard residents will be served?**
Unable to determine at this time. The issues and strategies proffered will be a benefit to City of Tigard residents. Many Tigard residents (including businesses, city representatives and faith leaders) have been involved in the planning processes and/or serve on the Board of Directors.
- 4c. **What percentage of your operation is dedicated to service in Tigard?**
Many of the issues addressed by the Vision Action Network are focused within the urban growth boundary (population centers). Our work is not specific to the City of Tigard, but residents will benefit from our work and accomplishments.
5. **If you are requesting funds from Tigard and other governments in Oregon, please list them and show the amounts received/requested:**

	Received in in FY 2000-01	Budgeted in FY 2001-02	Requested FY 2002-03
Government			
Washington Co.	\$0	\$25,000	\$70,000
City of Beaverton	\$	\$	\$ 5,000
City of Hillsboro	\$	\$	\$ 5,000
TVFR	\$	\$	\$ 2,500
CWS	\$	\$	\$ 2,500
Forest Grove	\$	\$	\$ 2,000
City of Tualatin	\$	\$	\$ 1,000

6. **Have the financial records of the agency for the last fiscal year been audited?**

Yes

No X

If no, please explain:

The Vision Action Network has been in the start-up phase during FY 01-02. The Network has limited assets and has not completed a fiscal year.

7. Please list any in-kind services you are requesting from the City of Tigard. Please estimate the value of these services and show the total in #1

In Kind Service:

Estimated Value:

8. Please submit the following information with this request:
- a. Detailed budget, including FY 2000-01 actual expenditures, FY 2001-02 Adopted Budget, and FY 2002-03 Proposed Budget. The Budget should identify beginning and ending balances, major revenue sources, major expenditure categories, and number of authorized positions.
 - b. Audited financial statements for the last fiscal year. If not available, please explain in #6.
 - c. Names, addresses, occupations, and telephone numbers for your Board of Directors.
 - d. A copy of your 501(c)(3) certification. If not available, please explain.
 - e. A copy of your Articles of Incorporation or Bylaws.

VISION ACTION NETWORK
2002-2003 Fiscal Year (Year One)
Proposed Budget

Resources	2002-03	% of Total Revenues
Beginning Fund Balance	\$30,594	
Government Grants/Contracts	\$7,500	4.50%
Foundation Grants	\$5,000	3.00%
Individual Contributions	\$15,625	9.36%
Non-profit Contributions	\$11,875	7.12%
Corporate Contributions	\$33,250	19.93%
Government Contributions	\$92,750	55.59%
Special Events	\$0	0.00%
Other Contributions	\$0	0.00%
Program Service Fees	\$0	0.00%
Investment Income	\$750	0.45%
Miscellaneous Income	\$100	0.06%
subtotal revenues	\$166,850	\$166,850
Total Resources	\$197,444	

Expenses

Personal Services

	<u>Executive Director</u>	<u>Administrative Asst.</u>	<u>Program Coordinator</u>	<u>Total</u>
FTE	1.00	0.83	0.58	2.41
annual salary	\$65,000	\$27,000	\$34,500	
Regular Salaries	\$65,000	\$22,410	\$20,114	\$107,524
FICA	\$4,973	\$1,714	\$1,539	\$8,226
Workers Compensation	\$1,170	\$403	\$362	\$1,935
Medical/Dental Insurance	\$8,500	\$7,055	\$4,113	\$19,668
Unemployment	\$90	\$60	\$60	\$210
Tri-Met	\$401	\$138	\$124	\$664
	\$80,134	\$31,781	\$26,312	\$138,227

Materials & Services

Internship	\$2,500
Office Supplies	\$1,100
Printing	\$4,750
Postage	\$1,950
Telephone	\$1,400
Long Distance	\$240
Insurance	\$2,900
Utilities	\$0
Office Lease	\$7,900
Travel	\$1,050
Training	\$950
Meeting expenses	\$3,250
Mileage Reimbursement	\$400
Accounting/Audit	\$2,100
Legal	\$900
Computer Supplies	\$150
Memberships	\$400
Publications	\$700
Other Professional Services	<u>\$3,000</u>
	\$35,640

Capital

computer hardware	\$750
computer software	\$125
Office Equipment	\$500
Office furnishings	\$900
	\$2,275

Total Expenses **\$176,142**

contingency **\$21,303** 12%

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: JAN 23 2002

VISION ACTION NETWORK
PO BOX 2342
HILLSBORO, OR 97124

Employer Identification Number:
93-1317190
DLN:
17053248070021
Contact Person:
COLLEEN E. PROCTOR ID# 52418
Contact Telephone Number:
(877) 829-5500
Accounting Period Ending:
June 30
Foundation Status Classification:
509(a)(1)
Advance Ruling Period Begins:
March 22, 2001
Advance Ruling Period Ends:
June 30, 2005
Addendum Applies:
No

Dear Applicant:

Based on information you supplied, and assuming your operations will be as stated in your application for recognition of exemption, we have determined you are exempt from federal income tax under section 501(a) of the Internal Revenue Code as an organization described in section 501(c)(3).

Because you are a newly created organization, we are not now making a final determination of your foundation status under section 509(a) of the Code. However, we have determined that you can reasonably expect to be a publicly supported organization described in sections 509(a)(1) and 170(b)(1)(A)(vi).

Accordingly, during an advance ruling period you will be treated as a publicly supported organization, and not as a private foundation. This advance ruling period begins and ends on the dates shown above.

Within 90 days after the end of your advance ruling period, you must send us the information needed to determine whether you have met the requirements of the applicable support test during the advance ruling period. If you establish that you have been a publicly supported organization, we will classify you as a section 509(a)(1) or 509(a)(2) organization as long as you continue to meet the requirements of the applicable support test. If you do not meet the public support requirements during the advance ruling period, we will classify you as a private foundation for future periods. Also, if we classify you as a private foundation, we will treat you as a private foundation from your beginning date for purposes of section 507(d) and 4940.

Grantors and contributors may rely on our determination that you are not a private foundation until 90 days after the end of your advance ruling period. If you send us the required information within the 90 days, grantors and contributors may continue to rely on the advance determination until we make

Letter 1045 (DO/CG)



Phone: (503) 986-2200
Fax: (503) 378-4381

Articles of Incorporation—Nonprofit

For office use only

Secretary of State
Corporation Division
255 Capitol St. NE, Suite 151
Salem, OR 97310-1327

FILED

MAR 22 2001

**OREGON
SECRETARY OF STATE**

Registry Number: 008953-91

Attach Additional Sheet if Necessary
Please Type or Print Legibly in **Black Ink**

1) **NAME** Vision Action Network

2) **REGISTERED AGENT**
Dan Olsen, County Counsel

7) **WILL THE CORPORATION HAVE MEMBERS ?**

☐ Yes ☒ No

3) **ADDRESS OF REGISTERED AGENT** (Must be an Oregon Street Address which is identical to the registered agent's business office. Must include city, state, zip; no PO boxes.)

155 N. First Ave. MS#24
Hillsboro, OR 97124-3072

8) **DISTRIBUTION OF ASSETS UPON DISSOLUTION**

Upon dissolution, assets shall be distributed for

one or more exempt purposes within 501(c)(3)

of the IRS Code, or sections of future federal

tax code, or distributed to the federal government,

or to state or local government. Any assets not so

disposed shall be disposed by the appropriate court

in the county in which the principal office of the

corporation is located.

4) **ADDRESS FOR MAILING NOTICES**
155 N. First Ave. MS#24

Hillsboro, OR 97124-3072

☐ **CHECK HERE TO INDICATE ON YOUR REGISTRATION THAT YOU DO NOT WANT MAIL SOLICITATION. PLEASE NOTE, THERE IS NO OBLIGATION ON THE PART OF PERSONS USING OUR LISTS TO REFRAIN FROM MAILING SOLICITATIONS. THE MARK IS SIMPLY INFORMATIONAL. ORS 56.022**

5) **OPTIONAL PROVISIONS** (Attach a separate sheet.)

6) **TYPE OF CORPORATION**

☒ Public Benefit ☐ Mutual Benefit ☐ Religious

9) **INCORPORATORS** (List names and addresses of each incorporator. Attach a separate sheet if necessary.)

Charles D. Cameron 155 N. First Avenue MS#21, Hillsboro, OR 97124-3072

Don Bohn 155 N. First Avenue MS#21, Hillsboro, OR 97124-3072

10) **EXECUTION** (All incorporators must sign. Attach a separate sheet if necessary.)

Printed Name

CHARLES D. CAMERON
DON BOHN

Signature

[Signature]
[Signature]

FEES

Make check for \$20 payable to "Corporation Division."

NOTE: Filing fees may be paid with VISA or MasterCard. The card number and expiration date should be submitted on a separate sheet for your protection.

11) **CONTACT NAME**

Don Bohn

DAYTIME PHONE NUMBER – INCLUDING AREA CODE

503.846.8685

CR112 (Rev. 12/99)

312-01
DMNH
ONO
SBD

09.10.02

030501 011 002

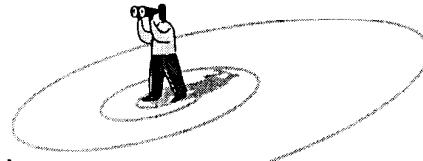
20-pd. 3-22 DM

*Articles of Incorporation – Nonprofit
Vision Action Network*

Article 5. Optional Provisions

1. This corporation is organized exclusively for charitable purposes within the meaning of section 501 (c) (3) of the Internal Revenue Code, or the corresponding section of any future federal tax code.
2. No part of the net earnings of the corporation shall inure to the benefit of, or be distributable to its members, directors, officers, or other private persons, except that the corporation shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes of this corporation.
3. No substantial part of the activities of the corporation shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and the corporation shall not participate in, or intervene in (including the publishing or distribution of statements) any political campaign on behalf of or in opposition to any candidate for public office. Notwithstanding any other provision of these articles, the corporation shall not carry on any other activities not permitted to be carried on (a) by a corporation exempt from federal income tax under 501 (c) (3) of the Internal Revenue code, or the corresponding section of any future federal code, or (b) by a corporation, contributions to which are deductible under 170 (c) (2) of the Internal Revenue Code, or the corresponding section of any future federal tax code.
4. The personal liability of each member of the Board of Directors and each uncompensated officer of the corporation, for monetary or other damages, for conduct as a director or officer shall be eliminated to the fullest extent permitted by current or future law.

CONTRIBUTION REQUEST



Imagine tomorrow together...

FROM THE VISION ACTION NETWORK

MARCH | 2002

BOARD OF DIRECTORS

BILL CHRISTOPHER (PRESIDENT), EXECUTIVE DEAN, PCC ROCK CREEK CAMPUS
CONRAD PEARSON (TREASURER), OWNER, PEARSON FINANCIAL SERVICES
CHARLIE CAMERON (SECRETARY), ADMINISTRATOR, WASHINGTON COUNTY
TOM BRIAN, CHAIRMAN, BOARD OF COMMISSIONERS - WASHINGTON COUNTY
JANICE BURGER, ASSOCIATE ADMINISTRATOR, ST. VINCENT MEDICAL CENTER
STEVE CLARK, PRESIDENT & PUBLISHER, COMMUNITY NEWSPAPERS
FAITH GABLENICK, PRESIDENT, PACIFIC UNIVERSITY
TODD HERBERG, SUPERINTENDENT, NORTHWEST REGIONAL EDUCATION SERVICE DISTRICT
ROY KIM, GENERAL MANAGER/OWNER, CENTRAL BETHANY DEVELOPMENT
MARY MONNAT, PRESIDENT, TUALATIN VALLEY CENTERS
GIL MUNOZ, EXECUTIVE DIRECTOR, VIRGINIA GARCIA MEMORIAL HEALTH CENTER
JERRALYNN NESS, EXECUTIVE DIRECTOR, COMMUNITY ACTION ORGANIZATION
FATHER JOSE ORTEGA, PASTOR, ST. MATTHEW CATHOLIC CHURCH
VERGIE RIES, CITY MANAGER, CITY OF FOREST GROVE
MIKE SALSGIVER, PUBLIC AFFAIRS MANAGER, INTEL
RICK VAN BEVEREN, OWNER, REEDVILLE CAFE

VISION ACTION NETWORK | PO BOX 2342 HILLSBORO OR 97123 | 503 846 5790

CONTRIBUTION REQUEST OVERVIEW

The Vision Action Network respectfully requests a \$2,000 contribution from the City of Tigard to support the first-year funding of a start-up community based nonprofit (501(c)(3)) organization. To date, the Vision Action Network has secured nearly \$100,000 of the estimated \$150,000 required to fully fund the organization's first paid staff (1.92 FTE), space and other expenses. The Vision Action Network has approached a number of corporations, local governments, foundations and individuals to be founding contributors. At this point, we are selling a "concept" and look forward to marketing "demonstrated" outcomes. We hope the City of Tigard will join other community leaders in supporting an exciting start-up community-based organization.

WHY VISION ACTION NETWORK?

The fundamental premise of the Vision Action Network is that collaboration is a critical community resource. Our ability to forge new working relationships between all kinds of organizations and citizens will determine our success with the challenges that lie ahead. The Vision Action Network relies on the commitment of key leaders of all sectors of the community; faith, business, education, government, nonprofit and citizens to plan and mobilize around an action-oriented agenda.

We recognize that within Washington County, there are already many models of cooperation and collaboration. These inform and inspire our efforts and are complementary to our broader vision. In short, we want to build upon our demonstrated willingness to work together.

Washington County (population 455,800) shares many of the struggles of other fast-growing communities in the United States. There are the obvious ones-traffic congestion, school crowding, loss of open space, and the shortage of affordable housing. Concerns about job retention and the viability of local businesses have recently been added to this list. Another group of less visible but equally important issues includes mental illness, homelessness, hunger, lack of living alternatives for seniors and the disabled and access to affordable health care, to mention but a few.

These issues have two things in common: not one of them is adequately addressed in our community today, nor can any of them be adequately addressed by a single institution. There is a growing consensus that, while we have a history of working together, much more can be accomplished through broader, focused and sustained collaboration. A common agenda needs to be forged with the active input and involvement of leaders from all sectors of the community. Washington County needs a table for leaders to sit, discuss, strategize and mobilize around community priorities. The issues confronting us do not confine themselves to boundaries or neatly contain themselves to the mission of any one organization. The future will require out-of-the-box

partnerships and the willingness for all involved to view their mission and purpose in a broad and informed way.

There are no road maps for what we are doing; so far as we know, the Vision Action Network is unique. Our main goal in the development phase of the organization has been to focus on building trust, credibility and relevance. This has meant engaging with a wide variety of partners about a wide variety of issues.

The Vision Action Network will ideally become the forum for multiple institutions and organizations to contemplate future trends and opportunities; build on, and expand, existing relationships and collaborations; and develop plans to respond to challenges as a broad community of interests and as interconnected and informed mission-driven organizations. The Vision Action Network is simultaneously a gathering place, network, support-group, incubator, information sharer, community organizer and broker.

MISSION

The Vision Action Network promotes and supports community-based problem solving through relationship building, dialogue, and planning; and through implementation efforts that coordinate and optimize public, private and individual actions and resources.

CORE VALUES

- ❑ *Relationships are Primary.* This is the beginning and makes all other things possible.
- ❑ *Trust and Caring.* We bring people together to encourage their trust in each other and to provide focus for their efforts to build a better community.
- ❑ *Diverse, Inclusive and Meaningful Engagement.* We actively seek out leadership that reflects the community, involving all sectors and cultures.
- ❑ *Collaboration and Partnership.* We promote effective, ongoing cooperation between the various partners to build a culture of collaboration to address community needs; building community is a journey, not a destination.
- ❑ *Results and Benefits.* We are committed to working with involved partners and stakeholders to deliver results that will benefit Washington County residents, business and community institutions.

FOCUS: LEADERSHIP STAFFING

After a year of initial organizing, the Vision Action Network is moving forward to hire paid leadership staff to guide and manage the organization. Our business plan calls for hiring 1.92 FTE over the next 16 months. This includes an Executive Director (1.0 FTE) and Project Coordinator (.92 FTE). The staff will focus efforts on the following:

- ❑ Facilitate and promote relationship building, information sharing, community dialogue and problem solving between the leadership of various

sectors of the community including: faith, government, business, education, nonprofit and civic associations.

- ❑ Develop and promote specific collaborative action plans between organizations in support of a community agenda.
- ❑ Facilitate priority setting, strategy development and mobilization.
- ❑ Monitor and report on progress and accomplishments.
- ❑ Provide information and technical support to discussions on emerging issues.
- ❑ Promote and support a culture of collaboration.
- ❑ Maintain community commitment to the Vision Action Network model.
- ❑ Provide operations management and accountability.
- ❑ Provide leadership in sustainable resource development for organization.

OUR WORK TO DATE

Beyond the details of starting an independent nonprofit organization, the Vision Action Network has been working on a few important initiatives.

- ❑ Issue Teams - Issue Papers
Nearly 400 citizens participated in an effort to define issues and develop strategies as a starting point for more specific work towards collaborative action plans. With the recent completion of the issue papers, the Vision Action Network has a starting point for further discussion of priorities. We have attached the Executive Summary of the eight Issue Teams' work for your information. The Issue Teams covered vast and diverse territory in the following topical areas:

Housing
Environment
Aging & Disabled

Behavioral Health
Education
Children & Families

Primary Health Care
Basic Needs

Our hope is the issue papers will be used by organizations to inform their strategic planning and budget processes, as well as be a point for cross-sector and cross-organization discussions of priorities, strategies and mobilization.

- ❑ Inter-Religious Action Network of Washington County
A diverse group of religious leaders from all corners of the County has convened to promote and support relationships, dialogue, understanding and community spirit among the broadly defined faith family and other community sectors including business, government, nonprofit and civic associations—working together toward mutual goals and aspirations. This is a critical organizing effort and has proven to be a gratifying and promising experience for all involved.
- ❑ Inventory of Services/Programs provided by the Faith Community in Washington County
With the leadership of the Inter-Religious Action Network, an inventory of services provided by faith organizations to the general public is underway. The information will provide a better map of local assets; a resource to faith, government and social service

organizations; and a starting point for further collaboration and partnerships.

NEXT STEPS

With the hiring of dedicated leadership staff, the Vision Action Network will begin to formalize ongoing processes to fulfill the mission of the organization. This may include the formation of a number of "Community Councils" to further the dialogue, strategy development and mobilization efforts required for movement on important community issues.

As evidenced in the issue papers, many opportunities for collaboration and partnership exist. Creating a larger table for community dialogue and action will benefit all communities and leverage the good works of many people and organizations. We look forward to demonstrating the value of our efforts over the next year.

Hopefully, this brief overview demonstrates our enthusiasm and belief in this new organization. We are ready for the hard work and commitment that will be required to prove the value of our effort.

Thanks for your consideration.

Please feel free to contact Don Bohn or Walt Peck at (503) 846-8685 for further information or clarification.

Sincerely:

Board of Directors
Vision Action Network

VisionWest:

Executive Summary and Issue Paper Overview

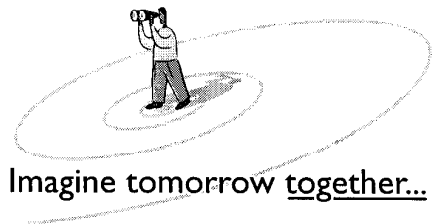


Issue Teams:

Aging & Disabilities
Basic Needs
Behavioral Health

Children & Families
Education
Environment

Housing
Primary Health Care



Imagine tomorrow together...

April 2002

www.vision-west.org | www.visionactionnetwork.org

Washington County Board of Commissioners

VisionWest was initiated and funded by the Washington County Board of Commissioners.

Tom Brian, Chair

Dick Schouten, District 1

John Leeper, District 2, Vice-Chair

Roy Rogers, District 3

Andy Duyck, District 4

Vision Action Network Board of Directors

Bill Christopher (Chair)

Executive Dean, Portland Community
College-Rock Creek Campus

Conrad Pearson (Treasurer)

Owner, Pearson Financial Group

Charlie Cameron (Secretary)

Administrator, Washington County

Tom Brian

Chair, Board of Commissioners,
Washington County

Janice Burger

Associate Administrator, Providence
St. Vincent Medical Center

Steve Clark

President & Publisher, Community
Newspapers

Faith Gablenick

President, Pacific University

Todd Herberg

Superintendent, Northwest Regional
Education Service District

Roy Kim

Owner/General Manager, Central Bethany
Development

Mary Monnat

President, Tualatin Valley Centers

Gil Muñoz

Executive Director, Virginia Garcia
Memorial Health Center

Jerralynn Ness

Executive Director, Community Action
Organization

Father Jose Ortega

Pastor, St. Matthew Catholic Church

Vergie Ries

City Manager, City of Forest Grove

Mike Salsgiver

Public Affairs Manager, Intel

Rick Van Beveren

Owner/President, Reedville Café

Background: VisionWest and the Vision Action Network

VisionWest emerged from a sense among key leaders in the community that the established way of doing things in Washington County needs to change. There is a growing consensus that collaboration is a critical community resource – that the ability to forge new working relationships between all kinds of organizations and citizens will determine future success with the challenges that lie ahead.

Washington County shares many of the struggles of other fast-growing communities in the United States. There are the obvious ones: traffic congestion, school crowding, economic worries, concerns about the environment and open space, and a serious shortage of affordable housing. But other, less visible issues threaten the communal quality of life here: mental illness, homelessness, hunger, lack of living alternatives for seniors and the disabled and access to affordable health care.

All of these issues have two things in common: they are sure to become increasingly challenging over the next twenty years, and no single institution will be able to handle any of these issues on its own. These challenges are surmountable, but only if they are addressed in strategic partnerships that involve all sectors of the community.

In 2000, Washington County set in motion a series of conversations about what makes this a great place to live, work, and do business, and what it will take to make sure that these valued aspects of local communities may be sustained and enhanced. The community took up the challenge and made VisionWest successful as an inclusive, relationship-building and problem-solving effort built on the belief that the issues in our communities can be more efficiently and creatively addressed by pooling expertise, resources and energy.

The Eight Issue Teams

After an intensive round of meetings with more than 1,400 people from all walks of life in the community to determine which problems were most urgent, Issue Teams were convened, made up of concerned citizens and leading figures from business, government and the community to grapple with the following issues:

- ◆ Aging & Disabilities
- ◆ Basic Needs
- ◆ Behavioral Health
- ◆ Children & Families
- ◆ Education
- ◆ Environment
- ◆ Housing
- ◆ Primary Health Care

Each Issue Team held meetings throughout the fall of 2001 to develop an in-depth survey of the outstanding challenges and most promising opportunities in that area.

Each Issue Paper includes an overview of the trends and conditions pertaining to that issue, specific issues and strategies identified by the Issue Team, and a short list of key recommendations that participants felt were significant initiatives that could be implemented in the next couple of years.

The completed Issue Papers will serve as useful starting points for everyone in the county who is grappling with these issues, and they will inform a variety of public, private and nonprofit plans and initiatives.

Beyond the Issue Papers: The Vision Action Network

Early on, there was a recognition of the need for a vehicle distinct from the County to carry on the work of VisionWest – a forum for the community to talk across jurisdictions, across sectors, and across issues, to discuss, strategize and mobilize around community priorities. A resonating theme from most of the nearly 2,000 county residents and institutions that have participated in VisionWest is that collaborative planning and mobilization should not be a one-time event. Instead, it should be part of a new, ongoing way of doing business in Washington County.

In March 2001, a free-standing nonprofit called the Vision Action Network was incorporated to be the ongoing focus of the energy and commitment generated by VisionWest. The Network is expected to become the forum for multiple institutions and organizations to contemplate future trends and opportunities; build on and expand existing relationships and collaborations; and develop plans to respond to challenges as a broad community of interests and as interconnected and informed mission-driven organizations. The Vision Action Network is simultaneously a gathering place, network, support-group, incubator, information-sharer, community organizer and broker.

The Network's Board of Directors represents all sectors of the community: small and large businesses, K-12 and higher education, local governments, social service not-for-profits, religious institutions, and health care. Funding for the organization comes from partners in each of the sectors. The Network will hire its first Executive Director in Spring 2002.

In an important sense, the Issue Papers lay the groundwork for the Vision Action Network's agenda. The Vision Action Network will likely establish a small number of broad "Community Councils" to engage the recommendations of the Issue Papers in depth and work on implementation of the most promising strategies.

Vision Action Network

Mission, Values and Goals

Mission

The Vision Action Network promotes and supports community-based problem solving through relationship building, dialogue, and planning; and through implementation efforts that coordinate and optimize public, private and individual actions and resources.

Core Values

- ◆ *Relationships are Primary.* This is the beginning and makes all other things possible.
- ◆ *Trust and Caring.* We bring people together to encourage their trust in each other and to provide focus for their efforts to build better community.
- ◆ *Diverse, Inclusive and Meaningful Engagement.* We actively seek out leadership that reflects the community, involving all sectors and cultures.
- ◆ *Collaboration and Partnership.* We promote effective, ongoing cooperation between the various partners to build a culture of collaboration to address community needs; building community is a journey, not a destination.
- ◆ *Results and Benefits.* We are committed to working with involved partners and stakeholders to deliver results that will benefit Washington County residents, business and community institutions.

Goals

- ◆ Provide a forum for ongoing relationship building, information sharing, community dialogue and problem solving.
- ◆ Serve as a clearinghouse for accurate and timely information.
- ◆ Establish linkages between individuals, organizations and sectors and provide information to planning and implementation efforts.
- ◆ Develop collaborative action plans that seek to coordinate efforts and mobilize action towards community-based strategies and interventions.
- ◆ Increase awareness of the Vision Action Network to accomplish mission and goals.

VisionWest Issue Papers

Common Themes

Despite the vast and diverse territory covered by the eight Issue Papers, several themes or concerns emerged repeatedly from the Issue Teams.

Inclusiveness & Diversity: All services and programs should be fully accessible to those of other cultures and those with limited English proficiency. Several Issue Teams emphasized the need to recognize diversity as an asset, and not simply accommodate it as an obstacle or inconvenience. The different perspectives, abilities and experiences that our neighbors bring to the community make this a richer, more vibrant place to live.

Better Access to Information and Services: Too often, it is not easy to find out how to get help with a problem. Several Issue Teams recommended a more coordinated and comprehensive system for information and referral; the national movement to establish a 211 phone number for social service resources was often mentioned as a model worth exploring.

Greater Public Awareness: Because the county is relatively affluent and prosperous, there is a tendency to overlook some serious problems that will only become more challenging if left untended. Homelessness and hunger, mental illness, and a lack of access to basic medical care is not always associated with Washington County, but as a rapidly urbanizing area, the community must come to grips with this unfamiliar set of challenges. Even in the case of high profile issues like affordable housing and the environment, more could be done to highlight the opportunities to make significant progress, and to bring home the long-term costs of failing to respond effectively to the difficult challenges they pose.

Prevention, Planning and Early Intervention: Several Issue Teams noted that strategies that prevent problems – whether they bear on the environment, health care, the aging, or at-risk kids – are not only more humane, but more cost-effective. In case after case, it was noted that getting at the root causes of problems is much less expensive and much more sensible than trying to undo the damage of neglect later down the line.

Better Coordination Among Providers: In several issue areas, Issue Team participants noted that service providers themselves could be more helpful if they had a greater understanding of other programs, if resources and initiatives were better coordinated, and if organizations thought critically about their core competencies and put cooperation ahead of turf. There is tremendous potential to improve service delivery by finding ways to share information and best practices, coordinate efforts where appropriate, and engage in strategic and frank discussions about the best ways to bring in more resources and make use of existing resources.

Public, Private and Nonprofit Partnerships: Every Issue Team cited the need for productive, cooperative relationships between government, nonprofits, and the private sector. Assigning responsibility for solving problems to any one sector or organization is short-sighted and ineffective, and ignores the tremendous opportunity to create a model for cross-sector collaboration through the Vision Action Network.

Greater Resources - Stable & Adequate Funding: In several areas, notably housing, basic needs, primary health care and behavioral health, more resources are necessary to meet demand. Most Issue Teams highlighted the need for creative ways to bring more resources to bear on these challenges and for a greater investment from both the public and private sectors in areas that have not always been recognized as priorities.

- the development of comprehensive prevention programs (based on the collaboration of health care organizations, senior centers, government and the business community) that lead the community to increasingly healthy lifestyles.
4. Adopt the Tri-County “Elderly and Disabled Transportation Plan” throughout the county and modify street signs, signals and lighting to support independence.

Basic Needs

Even in good times, there will always be neighbors who need a little help to get by. While the majority of county residents have reliable access to nutritious food, comfortable housing, adequate clothing and routine medical care, an estimated 50,000 of us struggle to meet these basic needs. The relative affluence of Washington County obscures the fact that one in fifteen county residents (and nearly one in ten children) live below the poverty line.

Issues Identified

The Basic Needs Issue Team identified four major issue areas regarding basic needs in the county:

- Limited Resources
- Services Not Well Coordinated
- Lack of Awareness
- Traditional Thinking

Key Recommendations

1. Initiate an ongoing informational campaign

Form a public/private partnership to develop and implement a sustained media campaign to create awareness about the demand in our community for help with basic needs through a combination of strategies, possibly including radio, newspapers, television, the internet, and a speakers bureau.
2. Promote greater sharing of information around available services, and around best practices:
 - Create an accessible, comprehensive and up-to-date system for sharing information. The effort to establish a “2-1-1” telephone number for free access to health and human services information and referral is a model worth exploring further.

- Promote greater use of existing resources like Community Action's Information and Referral database; assist Community Action with training users of the database.
- Promote sharing of best practices – especially examples of more effective cooperation and coordination among service providers.

Behavioral Health

Behavioral health is the part of medicine which deals with the relationships between people's behavior and their physical, mental, and emotional health. Mental illness and addictive behaviors (such as drug, alcohol, and gambling addiction) are the main focus of behavioral health programs.

Four Subcommittees

Because of the many differences among the funding, regulations, providers, services, clients, and advocates involved with adult mental health, children's mental health, adult addictions, and child/adolescent addictions, the work of the VisionWest Behavioral Health Issue Team was divided among four subcommittees:

- Adult Mental Health Subcommittee
- Child and Adolescent Mental Health Planning Group
- Adult Addictions Subcommittee
- Youth Substance Abuse Prevention and Treatment Subcommittee.

Key Recommendations

Issues identified by all four subcommittees of the Behavioral Health Issue Team:

1. Develop a community resource and referral service, with extended hours and trained staff who assist callers and insure that information is current. Actively promote the telephone number/web page so the people of Washington County know where to go to get help, including community members as well as potential referral agencies (schools, law enforcement agencies, social service agencies, Employee Assistance Programs, etc.).
2. Actively work to increase the language and cultural competency of all agencies at all levels of the continuum of services for child, youth and adult mental health, and youth and adult alcohol and drug (A&D) treatment.
3. Increase providers' expertise in the treatment of adults and young people struggling with both mental illness and drug and alcohol abuse.

4. Continually work to destigmatize both mental illness and addictive behaviors. Educate the community to recognize that treatment for both mental illness and addictive behaviors is available and effective.

Other recommendations made by one or more subcommittees:

5. Increase mental health funding for the uninsured and the underinsured by seeking a fair share of State mental health funding for the people of Washington County.
6. Create a sub-acute treatment program for adults and young people.
7. Create outpatient psychiatric services for uninsured and underinsured adults, and expand crisis and specialized outpatient mental health services for children and adolescents.
8. Increase the availability of housing subsidies, transitional housing, and other subsidized housing for adults with mental illness and those recovering from alcohol and drug addiction.
9. Expand Youth Service Teams and Student Assistance Programs, to assist school personnel to identify students in need of human services, and to help students and families access needed services.
10. Increase residential treatment resources for young people with mental health disorders and those addicted to drugs and alcohol.

Children & Families

Home to almost 120,000 children, Washington County is known as an outstanding place to raise children, a community with strong schools and growing, viable neighborhoods. On average, the Washington County community is the most educated and the wealthiest in the state; many children reflect the benefits of those advantages. When the community's success with children is compared with other Oregon counties, it performs well in most indicators.

However, just as road systems are no longer meeting current needs, the systems that serve the children and families of the county are no longer adequate. The child population increased from 83,889 to 119,618 (43%) over the last decade, but funding for many services remained static or increased at a much slower rate. While the median income went up, the rate of poverty increased faster than in any other urban county in the state, creating greater needs for services. Because of rapid growth, even the services currently in place are not easily accessible.

The VisionWest Children & Families Issue Team completed its work in tandem with the work of the local Commission on Children & Families on a coordinated, comprehensive plan.

Issues Identified

Basic Needs

Health
Mental Health & Substance Abuse
Child Care
Housing
Emergency Services
Employment & Training
Transportation

Community Safety

Domestic Violence
Child Maltreatment
Substance Abuse
Child Fatalities
Juvenile Crime

Education

Early Childhood Education
School Dropouts
Marginalized Students

Key Recommendations

1. Establish community learning centers in existing schools to coordinate and provide access to a range of educational, enrichment, social, recreational, health and social services for all residents in the community.
2. Develop a countywide mentoring system with the infrastructure to recruit, screen, train, place, support and monitor adult volunteers in mentoring relationships with children and youth.
3. Increase the community's capacity to provide culturally and linguistically appropriate services to our diverse populations through the implementation of a range of strategies to recruit, train, support and retain bilingual, bicultural staff in our health and social service agencies.

Education

The Education Issue Team identified the high school dropout rate as the most important education issue facing Washington County. All agreed that successful completion of high school is affected by a child's experiences starting in early childhood and continuing through late adolescence. Since students who drop out of high school are more likely to earn low wages, to be unemployed, to lack medical and dental insurance, and to move into the criminal justice system, the issue must be tackled by the whole community rather than depending on the school system to solve the problem alone.

Issues Identified

The Education Issue Team identified three areas where schools, community, and business groups could achieve positive impacts on students. All three areas focus on students being more successful and staying in school through completion of the high school diploma. The three areas are:

- Early childhood education and literacy;
- At-risk families and readiness for learning;
- Seamless transitions through high school and post high school education.

Key Recommendations

Early Childhood

1. Expand prevention programs such as Opening Doors, New Parent Network, Cocoon, etc., which provide information to families to counter isolation and connect them with existing resources.
2. Increase community awareness about preschool and early literacy programs by developing an information and referral system for such programs.
3. Increase access to preschool and early literacy programs for isolated and hard to reach families.

At-Risk Families

1. Enhance capacity of school counselors by addressing caseload size, defining roles and providing support from social services and community resources.
2. Develop effective cross training for staff in schools, government agencies, and nonprofit youth and family service agencies.
3. Mobilize schools, government agencies, and youth and family service agencies in ways that build consistency, collaboration, and shared resources.
4. Engage the broader community in specific ways to contribute to achieving results – business, medical, religious, and media organizations.

Seamless Transitions

1. Develop effective partnerships among school districts, Northwest Regional Education Service District, Portland Community College, public and private four-year universities and local business in order to break down the barriers that prevent students from moving through the educational options available.

2. Form a task force to research and report on successful models being used across the country.
3. Create a working partnership among school districts and Portland Community College and facilitate student enrollment in college courses of their choice when they are ready.

Environment

The Environment Issue Team organized its work around nine subtopics:

- Parks, recreation, open spaces and natural areas
- Water quality and quantity
- Air, noise and visual pollution
- Transportation systems
- Farms, forests and natural lands
- Regulation and other approaches to environmental protection
- Sustainability
- Land use regulations and standards
- Public outreach and education

For each topic, the team formed a guiding principle; these became the organizational structure for the team's work in identifying specific issues and strategies. The fundamental and overarching nature of the environment is reflected in these principles and the topics to which they pertain. This points to the need for a set of broad-based collaborative initiatives to ensure we attain and maintain a sustainable balance between environmental quality and livable communities on the one hand and population growth and a vital economy on the other.

Key Recommendations

The Issue Team identified and agreed on the following key strategies:

Parks, recreation, open spaces and natural areas

1. Prior to and as land is developed, ensure that an adequate amount of land is reserved/set aside and dedicated to parks, open spaces, recreational trails, greenspaces and natural areas by:
 - Developing regional guidelines or standards for an adequate ratio of developed land/open space.
 - Improving cooperation/coordination among local governmental efforts to create and conserve parks/open spaces.
 - Developing designated funding sources for parks and open space, such as systems development charges (SDCs) throughout the county.

Water quality and quantity

1. Perform a “regulation and code review” to understand how existing regulations and codes affect the watershed. Identify areas that need to be eliminated, emphasized or changed.
2. Restore creeks and riparian zones; utilize financial/tax incentives to encourage restoration on private property.
3. Implement water conservation programs, including use of financial incentives.

Air, noise and visual pollution

1. Reduce the impacts of agriculture on water quality by:
 - Supporting development, adoption and implementation of agricultural water quality standards and management plans, such as the Voluntary Water Quality Farm Plan and Agricultural Water Quality Management Area Plan (SB 1010). Such plans would help increase farm profitability, protect water and land resources, protect land owners or managers from enforcement action if a complaint is filed and target the most highly erosion-prone areas. Support funding sources adequate to hire sufficient Soil and Water Conservation District staff to implement SB 1010.
 - Encouraging the Oregon Department of Agriculture (ODA) to ensure compliance by those who violate prohibited conditions. This may include penalties or additional restrictions.
2. Increase opportunities and programs for recycling and proper solid waste disposal by:
 - Developing annual free collection days for large solid waste items.
 - Providing every household in the county with the free Metro booklet “How to Recycle All Things.”
 - Investing in convenient methods of waste disposal and publicizing them.
 - Enforcing laws against improper waste disposal.
3. Implement structural and nonstructural best management practices (BMPs) for water resource management such as:
 - Revising development codes to reduce impacts of urban hydrology.
 - Increasing enforcement of stream buffers.
 - Educating homeowners regarding riparian management, fertilizer, pest, and pet animal waste management.
 - Implementing stream enhancement projects.
 - Creating wetlands, replacing ineffective culverts and bridges.
 - Developing stormwater pretreatment facilities.

4. Promote practices that reduce the creation of non-point source pollution. Examples include, providing safe bicycling routes, increasing park-and-ride facilities, supporting telecommuting and providing incentives for sustainable development.

Transportation systems

Long term:

Develop a transportation system that provides adequate, reliable, viable options for all modes of travel, including bikeways/walkways on all major roads (except freeways); designated alternative bike routes on local streets; and comprehensive, convenient transit service.

Short term:

1. Expand existing and develop additional park-and-ride facilities to meet current and future demands.
2. Expand north/south transit service; ensure that service is potentially as convenient as use of an automobile.
3. Expand the region's pedestrian/bicycle trail system, particularly in Washington County; integrate local and regional trail systems for commuter and recreational use.

Farms, forests and natural lands

1. Identify and preserve key natural areas, park land, and recreational trails within and outside the urban growth boundary (UGB).
2. Monitor changes and challenges to land use laws in order to maintain the integrity of the statewide land use planning system and the ability to cooperatively work on these issues on a regional and local level. Develop a broad-based public education program that ensures a comprehensive understanding of the benefits of state, regional, and local land use planning programs.
3. Protect farm, forest and natural lands by encouraging local government and elected officials to continue to support compact urban form and tight UGBs.

Regulation and other approaches to environmental protection

1. Create and promote a culture of innovation and experimentation to explore alternative environmentally sound practices and programs; support pilot programs and trial efforts to help design and implement sustainable, environmentally friendly practices.

2. Direct greater financial resources to public involvement efforts (such as the Citizen Participation Organization (CPO) and Committee for Citizen Involvement (CCI) work of the Oregon State University Washington County Extension), including development of more informal processes that involve a broader cross-section of the public.
3. Make more effective use of cable access for public affairs broadcasts and information sharing.

Sustainability

1. Use and promote renewable and reusable energy sources and conservation measures such as:
 - New natural gas refueling stations and retrofitting of vehicles.
 - Technologies that achieve carbon mitigation and sequestering.
 - Local government leadership in reducing carbon emissions and reliance on CFCs.
2. Use a full-cost accounting approach (Natural Capital and Ecosystem Services) when assessing environmental benefits and costs related to natural resource protection that goes beyond consideration of only the “lost opportunity of development.”
3. Adopt region-wide policies that truly integrate affordable housing; transportation alternatives (including biking, walking and transit); biodiversity; access to nature; improved water quality; access to healthy, locally grown food; walkable, pedestrian-friendly neighborhoods.

Land Use Regulations and Standards

1. Encourage and implement a flexible, adaptive and holistic/integrated approach to environmental regulation that allows for future changes with the addition of new information. Approaches should allow for a significant “buffer” to accommodate our general lack of knowledge about how ecosystems function. Once adopted, environmental regulatory and non-regulatory programs should be fully enforced, actively monitored and vigorously evaluated to ascertain their effectiveness. Based on this evaluation, establish new environmental programs as needed.
2. Fully comply with threatened and endangered species protection measures and recovery plans; adopt habitat protection and enhancement measures (both regulatory and non-regulatory) that focus on halting the decline of state and federal listed and sensitive species and otherwise improving and maintaining native species diversity.
3. Implement programs to remove existing uses from floodplain areas; compensate land or business owners for land and relocation costs (similar to ongoing efforts in the Johnson Creek area in Portland).

with current ecological standards.

Public outreach and education

1. Engage the public in a comprehensive conversation of all the advantages and disadvantages of environmental alternatives (e.g. what are the financial and intangible, personal trade-offs; including benefits) to create a stronger public environmental consciousness. Encourage collaboration among existing environmental organizations, community groups and government agencies to conduct this process.
2. Implement a sustained public education campaign about how ordinary practices and habits contribute to pollution and how they can be changed; offer convincing, concrete alternatives to current practices. For example:
 - To ensure lawn fertilizers are used judiciously, explain the problems associated with excess fertilizer use, offer free soil nutrient testing to homeowners with a “prescription” for what their lawn actually needs, and work with manufacturers and retailers to provide alternatives to standard products.
 - To prevent car wash waste from entering storm drains, visit schools and churches to explain why runoff from car washes is a problem. Relocate charity car washes to areas where car wash runoff would not enter storm drains (such as fields), and encourage fundraisers to promote their car washes as “watershed friendly” because they are holding them on fields and using biodegradable soaps.
3. Educate the public to develop an understanding that parks are an essential part of our public “infrastructure” and that funding park/open space development is a worthy expenditure of tax dollars; emphasize the diversity and value of different types of parks, open spaces and natural areas.
4. Expand educational efforts about how the Tualatin watershed functions and how its resources are used. Implement and expand targeted efforts to various groups (example target groups might be people who own residential property on stream corridors, urban residents, or the agricultural community). Make comprehensive watershed information easily available and transparent to everyone by creating a “one-stop shopping” web site that includes information about riparian areas, cost of preservation, treatment and rehabilitation, total maximum daily load (TMDLs) limits, and other information related to water supply and health. The site being developed by Pacific University could be expanded or linked to other sites to help serve this role.
5. Focus on eco-literacy in K-12 education to create a new community of stewards. Specific strategies include development of statewide benchmarks and training programs, expansion of outdoor education programs to cover all K-12 students and

development of educational partnerships among governments and local school districts.

Housing

A shortage of affordable housing is one of the most serious and difficult problems faced by local communities. The economic growth of the 1990s made Washington County one of the most affluent in the state and helped push the rate of home-ownership nationally to an historic high, but the rising tide lifted some boats higher than others. For those households below the median income, the cost of housing is a significant burden and impacts their ability to meet other basic needs like food, clothing, transportation and health care.

The recent Consolidated Housing and Community Development Strategic Plan developed by Washington County and the City of Beaverton estimated that *one in five* households in the county (more than 31,000) lacked affordable housing in 2001. Nearly 7,000 households were found to pay more than half their income for housing. Nearly 6,700 households were seen to be at risk for homelessness.

Issues Identified

- Community Support for a Full Spectrum of Affordable Housing
- Creating More Affordable Housing
- Special Needs of Vulnerable Populations
- Quality and Environmental Standards

Key Recommendations

1. Create an active, collaborative working group including all interests involved in housing issues in the county.
 - Making projects work by creatively matching resources with identified needs and creatively sharing expertise, effort and resources.
 - Assisting with more coordinated planning, funding (particularly around grant applications) and resource allocation.
 - Encouraging better collaboration for full utilization of money for special needs housing.
 - Identifying and recruiting advocates in the business community who can champion housing solutions.
 - Identifying and clarifying housing needs on a continuing basis.

2. Develop a balanced, coordinated approach to planning for and the funding of urgent housing needs.
3. Create a collective, sustained public education campaign (of businesses, government, citizens, etc.) about the urgency and importance of housing issues.
 - Educate the public and decision-makers about the urgency and importance of housing issues.
 - Articulate the connection between affordable housing and a healthy economy.
 - Address negative stereotypes about low income residents & illustrate the advantages of mixed-income neighborhoods.
4. Develop a strategy to increase the resources available for affordable housing efforts in the county, with particular attention given to the following strategies:
 - Create an affordable housing trust fund.
 - Establish a countywide tax abatement program for multifamily or single family housing for those below 50% Median Family Income.
 - Encourage local jurisdictions to establish funds to offset System Development Charges (parks, sewers, local governments, schools) and permit fees for affordable housing projects.
 - Modify the existing Real Estate Transfer Tax (RETT)—increase and re-dedicate to affordable housing.

Primary Health Care

“Primary care” refers to preventive, routine, and urgent outpatient care. The county’s most impoverished legal residents qualify for medical care through the Oregon Health Plan (although finding a doctor willing to treat them can be a challenge), but those without health insurance rely on community resources for their medical needs. The number of county residents dependent on community health services surpassed available resources prior to the current economic downturn. The recession has added to their ranks.

Issues Identified

- At least 35,000 working poor in Washington County do not have health insurance, nor the resources to purchase primary health care out of pocket.
- An additional 30,778 county residents are enrolled with the Oregon Health Plan (OHP); an all time high for the county.
- Half of these have OHP medical cards but are unable to enroll in OHP managed care because local managed care organizations are having trouble recruiting enough doctors willing to see OHP members.

- Community resources available to provide indigent health care are at full capacity, and inadequate to the need.

Key Recommendations

1. Improve enrollment in State subsidized insurance programs.
2. Pursue stable funding for medical care for the low income uninsured.
3. Address local medical providers' willingness and ability to see OHP members and low income uninsured.